



## **AGENDA FOR COMMON COUNCIL**

### **MEETING NOTICE**

A Common Council Meeting will be held on **Tuesday, June 09, 2020 at 6:30 PM** in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

**\*\*\*PLEASE NOTE THAT THE COMMON COUNCIL WILL GO INTO CLOSED SESSION AT 6:00 P.M. THE REGULAR SESSION WILL BEGIN ON OR ABOUT 6:30 P.M. IF NECESSARY, THE COUNCIL WILL RECONVENE TO CLOSED SESSION IMMEDIATELY FOLLOWING THE REGULAR SESSION.**

**NOTE:** The Mayor, Alderpersons, City Clerk, City Attorney, Department Heads, and news media will gather in the Council Chambers. Due to COVID-19 safe distancing procedures, other members of the public are requested/encouraged to dial into the teleconference referenced below prior to the "Call to Order".

**VIA TELECONFERENCE**

**CALL 571-317-3122 GO TO MEETING**

**MEETING ID: 344-891-253 #**

**AUDIO PIN: #**

### **AGENDA:**

CALL TO ORDER – PLEDGE OF ALLEGIANCE – ROLL CALL

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(c) and (e) to Confer with Legal Counsel Regarding the WPPA Union Sideletter of Agreement, Personnel Issues, and Negotiation of Purchase of Property

Anyone Desiring to Appear Before the City Council

### **APPOINTMENTS:**

- A. Appointment of Richard Yarrington to the Ambulance Commission to Fulfill the Remaining Term of Remy Gomez With the Term Expiring in 2022
- B. Appointment of Gail Dvorak to the Library Board to Fulfill the Remaining Term of Eileen Fisher with the Term Expiring in 2021

### **REPORTS**

#### **Mayor**

- 1. [Distinguished Service Resolution - Alderperson Susan Holme](#)
- 2. [Distinguished Service Resolution in Recognition of Richard Worthington](#)

#### **City Clerk**

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

#### **Treasurer**

- 1. [Approval of 2019 Audit Report - Presentation by Hawkins, Ash, CPAs](#)

#### **Library**

**Tomah Public Housing & Community Development Block Grant**

1. [Tomah Public Housing & CDBG Monthly Report](#)

**Senior & Disabled Services**

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

**Planning & Building Inspection**

1. [Planning & Building Inspection Monthly 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. Minutes of May 12, 2020 Council Meeting](#)
- [B. Minutes of May 18, 2020 Special Council Meeting](#)
- [C. Renewal of 2020-2022 Bartender Licenses](#)
- [D. Renewal of "Class A" Liquor & Class "A" Fermented Malt Beverage Licenses](#)  
[Renewal of Class "A" Fermented Malt Beverage Licenses](#)  
[Renewal of "Class A" Liquor Beverage Licenses](#)  
[Renewal of "Class B" Liquor & Class "B" Fermented Malt Beverage Licenses](#)  
[Renewal of Class "B" Fermented Malt Beverage Licenses](#)  
[Renewal of "Class C" Wine Beverage Licenses](#)
- [E. Renewal of Cabaret Licenses](#)
- [F. Budget Amendment for the Fire Department for the Purchase of Equipment from a Donation.](#)
- [G. Budget Amendment to Fund Repairs to the Northside Fire Station Siren.](#)
- [H. Budget Amendment for the Senior and Disabled to build a Utility Shed.](#)
- [I. Treasurer's Cash & Investment Report May 2020](#)

**COMMITTEES:**

**Committee of the Whole**

1. [TIF Assistance Request - 1101 Superior Avenue - MSA Rep Stephen Tremlett](#)
2. [Tax Increment Financing Development Incentives Program Policy Manual Revision - MSA Rep Stephen Tremlett](#)
3. [Request for Online Ordering and Curbside Pickup of Alcohol Beverages](#)
4. [Compliance Maintenance Resolution for Sewer Department](#)
5. [Tomah Aquatic Center Opening: Schedule and Procedures](#)
6. [Ordinance Rezoning 806 McLean Avenue from B Business District to R2-One & Two Family Residential \(1st & 2nd Reading & Adoption\)](#)
7. [Ordinance Rezoning 307 W Warren Street from B Business District to I-Institutional District \(1st & 2nd Reading & Adoption\)](#)
8. [Clarification on Management Directed Leave/Emergency Leave Related to COVID-19](#)
9. [Discussion of Authorizing the City Clerk to Issue Bartender \(Operator's\) Licenses](#)

- [10. Clarification Regarding Vacation Accrual Over Maximum Allowed Due to COVID-19 and Sick Leave Access to Unearned 2020 Balances](#)
- [11. Resolution for Payment of the Monthly Bills](#)

**ADJOURN**

**NOTICE:** Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact JoAnn Cram, City Clerk, 819 Superior Avenue, Tomah, WI 54660.



819 Superior Avenue  
Tomah, Wisconsin 54660  
Phone: (608) 374-7420  
Fax: (608) 374-7424

**RESOLUTION NO. \_\_\_\_\_**  
**RESOLUTION IN RECOGNITION OF SUSAN HOLME FOR**  
**SERVICE TO THE CITY OF TOMAH AS ALDERPERSON**  
**2019-2020**

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

**WHEREAS**, Susan Holme has committed herself to faithfully serving the citizens of Tomah from 2019 to 2020 as Alderperson of District Eight, and

**WHEREAS**, Susan has proven herself to be a dedicated and trustworthy member of the City of Tomah. Susan's commitment to her community has been evidenced repeatedly in her term as Alderperson by participating on numerous commissions and committees to benefit and enhance the lives of our Citizens. Alderperson Holme's service on the Committee of the Whole, Historic Preservation Commission, and the Tomah Senior & Disabled Services Board portray a level of enthusiasm and loyalty to bringing forth the very best our community has to offer. Her commitment and willingness to serve gives testament to Alderperson Holme as a dedicated and respected leader and community member. As Alderperson of District Eight, Susan has repeatedly exhibited an unending drive to promote the quality of life for not only the wards she represents but the City of Tomah overall. In Susan's daily involvement with her constituents she exemplified her selflessness and commitment in providing responsive and representative leadership in her role as an Alderperson, and

**WHEREAS**, In appreciation for such dedication and service to our Community upon her retirement as Alderperson of District Eight the following is submitted to record;

**NOW THEREFORE, BE IT RESOLVED**, that, on behalf of The City of Tomah, Alderperson Susan Holme is commended for her outstanding contribution to our community. The Mayor and Common Council of the City of Tomah does hereby express its sincere appreciation and gratitude to Susan, for her dedication and service to the citizens of the City of Tomah and extends its best wishes for her health and happiness in the future.

Dated this 9<sup>th</sup> day of June 2020.

\_\_\_\_\_  
Michael Murray, Mayor

ATTEST:

\_\_\_\_\_  
JoAnn M. Cram, City Clerk





819 Superior Avenue  
Tomah, Wisconsin 54660  
Phone: (608) 374-7420  
Fax: (608) 374-7424

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION IN RECOGNITION OF RICHARD A. WORTHINGTON  
FOR SERVICE TO THE CITY OF TOMAH  
1996-2020**

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

**WHEREAS,** Richard A. Worthington has committed himself to faithfully serving the citizens of Tomah from 1996 to 2020 as a member of the Public Works Department, and

**WHEREAS,** Richard has proven himself to be a dedicated and trustworthy member of the City of Tomah. Richard's commitment to his community has been evidenced repeatedly in his many years with the Tomah Public Works Department as Sanitation operator, Truck Driver, Equipment Operator and a host of varied and vital service positions within the department that have enhanced the lives of our Citizens. Richard often dedicated hours of his time in cleanup efforts related to snow and rain events that would have affected the capability of the City to function and maintain services to its citizens. Richard repeatedly went beyond and above his assigned duties to make the extra effort that provided for the comfort and protection of our citizens. His dedication and selflessness are a true testimonial to his pride and care for the City of Tomah and this City and its citizens are much the better for his service, and

**WHEREAS,** In appreciation for such dedication and service to our Community upon his retirement from the Public Works Department of the City of Tomah the following is submitted to record;

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

Dated this 9th day of June, 2020.

\_\_\_\_\_  
Michael Murray, Mayor

ATTEST:

\_\_\_\_\_  
JoAnn M. Cram, City Clerk

## CITY CLERK – MONTHLY REPORT

- 1. Census Update.** Every person is important and all information is protected and not shared. The City of Tomah Library is open by appointment for use of the computers as well as curbside pickup and will be assisting in the Census process by making their computers available to complete the questionnaire online. Staff is trained to assist citizens as needed. This Census questionnaire is a much shorter form than previous. If citizens do not have a census ID number, they can still complete the form by calling or going online.
- 2. Board of Review.** Board of Review was held June 4<sup>th</sup> from 8:30 to 10:30 a.m. Open Book was held May 21<sup>st</sup> from 9 a.m. to 4 p.m. for the assessor's day in the office with other Open Book dates of May 20<sup>th</sup> and 22<sup>nd</sup>. There was one objection filed by the deadline on Tuesday, however, that was subsequently withdrawn. Total real estate and personal property (excluding manufacturing) for 2020 is \$631,171,700 compared to \$611,441,500 in 2019; an increase of \$19,730,200. Approximately \$4.5 million was generated from outside the TID districts, the remaining balance was generated mostly in TID 10 for the new clinic and TID 9 due to the completion of the 3<sup>rd</sup> Gen building.
- 3. Election Update.** We are beginning to work on the August Election. Ballots are being ordered now. It is unknown at this time whether or not the entire election will be absentee but that is being discussed. This would require much more funding and time to process the requests. We also sent out several hundred letters to voters that requested absentee ballots and checked the "Indefinitely Confined" box to verify that the voter understood what that box meant. We are processing the responses daily as they are returned. There are approximately 500-600 absentee ballot requests on file already for the remainder of 2020.
- 4. Update.** We have been busy working on finalizing liquor license renewals, bartender renewals, property insurance renewal, paperwork and research connected to the bonding issues, updating the City Directory, oath of office forms for newly appointed committee members, farmers market-transient merchant-fireworks applications, as well as other routine duties.

JoAnn Cram, City Clerk  
June 4, 2020

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**CITY OF TOMAH, WISCONSIN**

**SUMMARY FINANCIAL REPORT  
WITH INDEPENDENT AUDITORS'  
REPORT**

**DECEMBER 31, 2019**

# **CITY OF TOMAH, WISCONSIN**

## **SUMMARY FINANCIAL REPORT**

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**DECEMBER 31, 2019**

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**INDEPENDENT AUDITORS' REPORT**

To the City Council  
City of Tomah, Wisconsin

The accompanying summary financial reports of the City of Tomah, Wisconsin (the "City") as of and for the year ended December 31, 2019 and the related notes, as listed in the table of contents, are derived from the audited basic financial statements of governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Tomah, Wisconsin as of and for the year ended December 31, 2019. We expressed an unmodified audit opinion on those audited financial statements in our report dated May 13, 2020.

The summary financial reports do not contain all the disclosures required by accounting principles generally accepted in the United States of America. Reading the summary financial reports, therefore, is not a substitute for reading the audited financial statements of the City.

**Management's Responsibility for the Summary Financial Reports**

Management is responsible for the preparation of the summary financial reports on the basis described in the other financial information.

**Auditors' Responsibility**

Our responsibility is to express an opinion about whether the summary financial reports are consistent, in all material respects, with the audited financial statements based on our procedures, which were conducted in accordance with auditing standards generally accepted in the United States of America. The procedures consisted principally of comparing the summary financial reports with the related information in the audited financial statements from which the summary financial reports have been derived, and evaluating whether the summary financial reports are prepared in accordance with the basis described in the other financial information.

**Opinion**

In our opinion, the summary financial reports of the City of Tomah, Wisconsin as of and for the year ended December 31, 2019, referred to above are consistent, in all material respects, with the audited financial statements from which they have been derived, on the basis described in the other financial information.

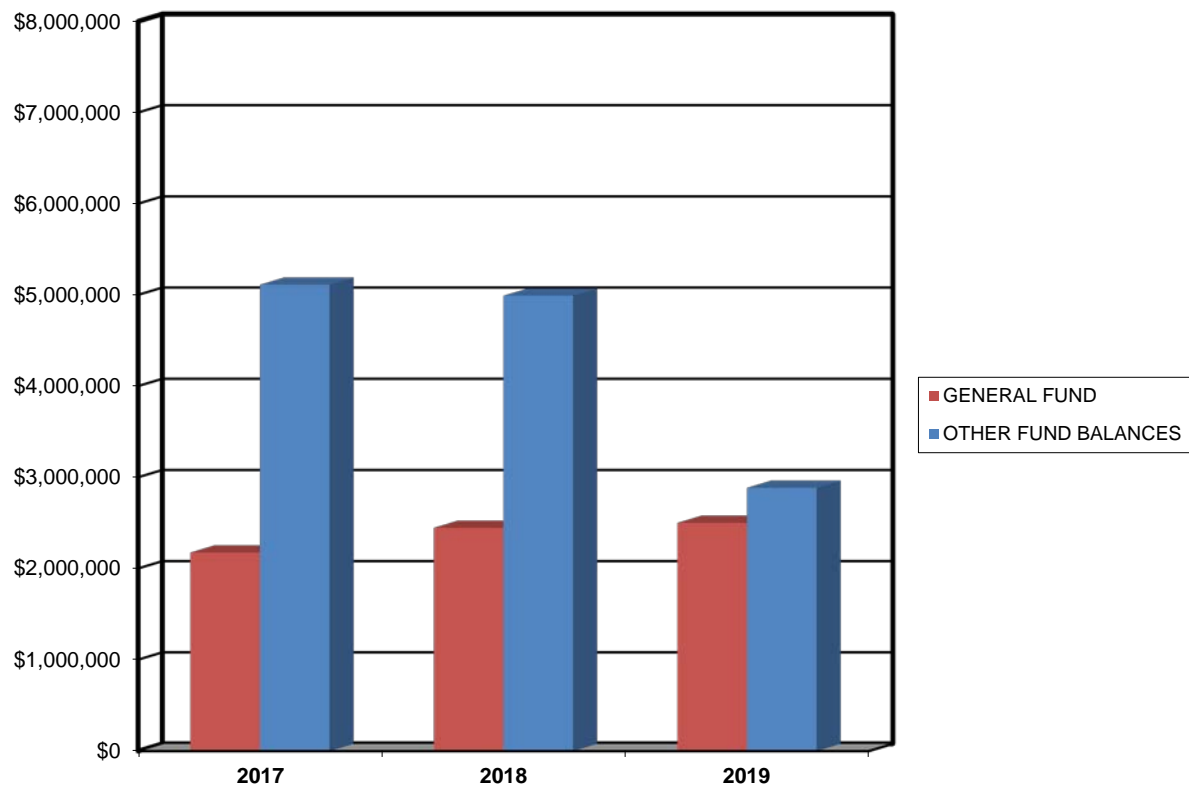
*Hawkins Ash CPAs, LLP*

La Crosse, Wisconsin  
May 13, 2020

**CITY OF TOMAH, WISCONSIN**  
**COMBINED BALANCE SHEET**

|   | DECEMBER 31,         |                      |
|---|----------------------|----------------------|
|   | 2019                 | 2018                 |
| <b>ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>                    |                      |                      |
| <b>ASSETS</b>   |                      |                      |
| Cash and investments  | \$ 19,325,349        | \$ 18,375,439        |
| Restricted cash   | 2,586,979            | 3,220,372            |
| Receivables   |                      |                      |
| Taxes   | 10,415,249           | 10,088,018           |
| Special assessments   | 25,686               | 33,331               |
| Customers and other   | 1,056,036            | 1,140,991            |
| Interfund   | 828,721              | 2,465,400            |
| Intergovernmental   | 36,017               | 271,422              |
| Loan  | 1,418,390            | 1,212,049            |
| Interest  | 13,591               | 19,404               |
| Inventories and prepaids  | 283,776              | 161,532              |
| Net pension asset (Wisconsin Retirement System)                     | -                    | 106,155              |
| Capital assets, less accumulated depreciation                       | 37,591,929           | 35,764,229           |
| Other assets  | 2,615,473            | -                    |
| <b>TOTAL ASSETS</b>   | <b>73,581,723</b>    | <b>72,858,342</b>    |
| <b>DEFERRED OUTFLOWS OF RESOURCES</b>                               |                      |                      |
| Wisconsin Retirement System pension                                 | 595,163              | 317,817              |
| <b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>              | <b>\$ 74,176,886</b> | <b>\$ 73,176,159</b> |
| <b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET EQUITY</b>   |                      |                      |
| <b>LIABILITIES</b>  |                      |                      |
| Payables  | \$ 995,495           | \$ 1,255,613         |
| Accrued interest expense  | 22,885               | 24,692               |
| Interfund payables  | 828,721              | 2,465,400            |
| Due to other governments  | 5,417,710            | 9,610,660            |
| Unearned revenue - other  | 1,013,469            | 1,262,464            |
| Long-term debt  | 8,078,363            | 7,970,943            |
| <b>TOTAL LIABILITIES</b>  | <b>16,356,643</b>    | <b>22,589,772</b>    |
| <b>DEFERRED INFLOWS OF RESOURCES</b>                                |                      |                      |
| Unavailable revenue   |                      |                      |
| Tax roll  | 6,216,426            | 5,755,983            |
| Special assessments   | 256,709              | 30,308               |
| Other   | 603,696              | 323,693              |
| <b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>                          | <b>7,076,831</b>     | <b>6,109,984</b>     |
| <b>EQUITY</b>   |                      |                      |
| Net position  | 45,405,240           | 37,040,439           |
| General fund balance  | 2,499,374            | 2,445,364            |
| Other fund balances   | 2,883,793            | 4,990,600            |
| <b>TOTAL EQUITY</b>   | <b>50,788,407</b>    | <b>44,476,403</b>    |
| <b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND EQUITY</b> | <b>\$ 74,221,881</b> | <b>\$ 73,176,159</b> |

## CITY OF TOMAH, WISCONSIN 2017-2019 FUND EQUITY

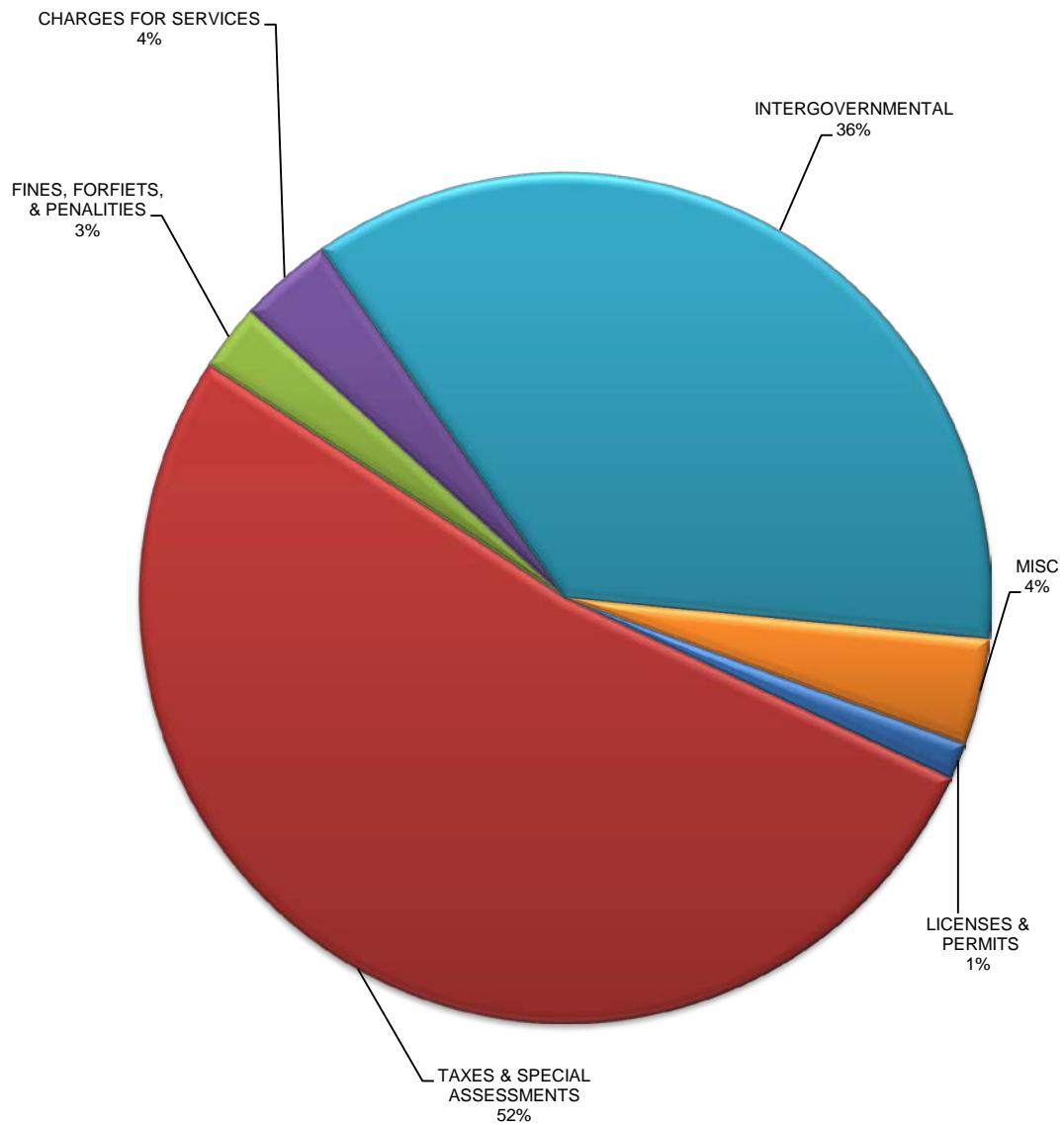


**CITY OF TOMAH, WISCONSIN**  
**REVENUE**  
**GENERAL FUND**

| REVENUE                                | YEAR ENDED DECEMBER 31, |                     |                     |
|--|-------------------------|---------------------|---------------------|
|  | 2019                    |                     | 2018                |
|  | BUDGET                  | ACTUAL              | ACTUAL              |
| Taxes                                  |                         |                     |                     |
| Property                               | \$ 3,693,146            | \$ 3,726,331        | \$ 3,560,860        |
| Special Assessments                    | 3,221                   | 22,709              | 38,003              |
| Intergovernmental                      |                         |                     |                     |
| Federal grants                         | 700                     | 1,295               | 1,479               |
| State shared taxes                     | 1,905,060               | 1,911,266           | 1,836,780           |
| State grants and payments              | 608,950                 | 613,951             | 626,920             |
| Licenses and Permits                   |                         |                     |                     |
| Business and occupational licenses     | 35,000                  | 45,885              | 40,913              |
| Nonbusiness licenses                   | 2,000                   | 2,447               | 2,519               |
| Building permits and inspection fees   | 65,000                  | 51,711              | 145,038             |
| Zoning permits and fees                | 750                     | 559                 | 700                 |
| Other permits and fees                 | 300                     | 690                 | 300                 |
| Fines, Forfeits, and Penalties         |                         |                     |                     |
| Law and ordinance violations           | 160,000                 | 182,244             | 183,913             |
| Public Charges for Services            |                         |                     |                     |
| General government                     | 7,500                   | 7,198               | 5,702               |
| Public safety                          | 14,250                  | 14,290              | 18,698              |
| Public works                           | 14,500                  | 16,496              | 10,778              |
| Culture, recreation, and education     | 198,500                 | 217,622             | 196,903             |
| Intergovernmental Charges for Services |                         |                     |                     |
| Other local governments                | 75,911                  | 71,476              | 17,408              |
| Miscellaneous                          |                         |                     |                     |
| Interest                               | 31,245                  | 85,454              | 15,141              |
| Rent                                   | 12,300                  | 12,505              | 12,250              |
| Property sales                         | 6,000                   | 6,903               | 71,757              |
| Insurance recoveries                   | -                       | 40,378              | 4,355               |
| Donations/contributions                | 60,000                  | 84,807              | 87,408              |
| Miscellaneous                          | 40,000                  | 57,700              | 38,243              |
| Operating Transfer In                  | 370,000                 | 388,125             | 369,918             |
| <b>TOTAL REVENUE</b>                   | <b>\$ 7,304,333</b>     | <b>\$ 7,562,042</b> | <b>\$ 7,285,986</b> |



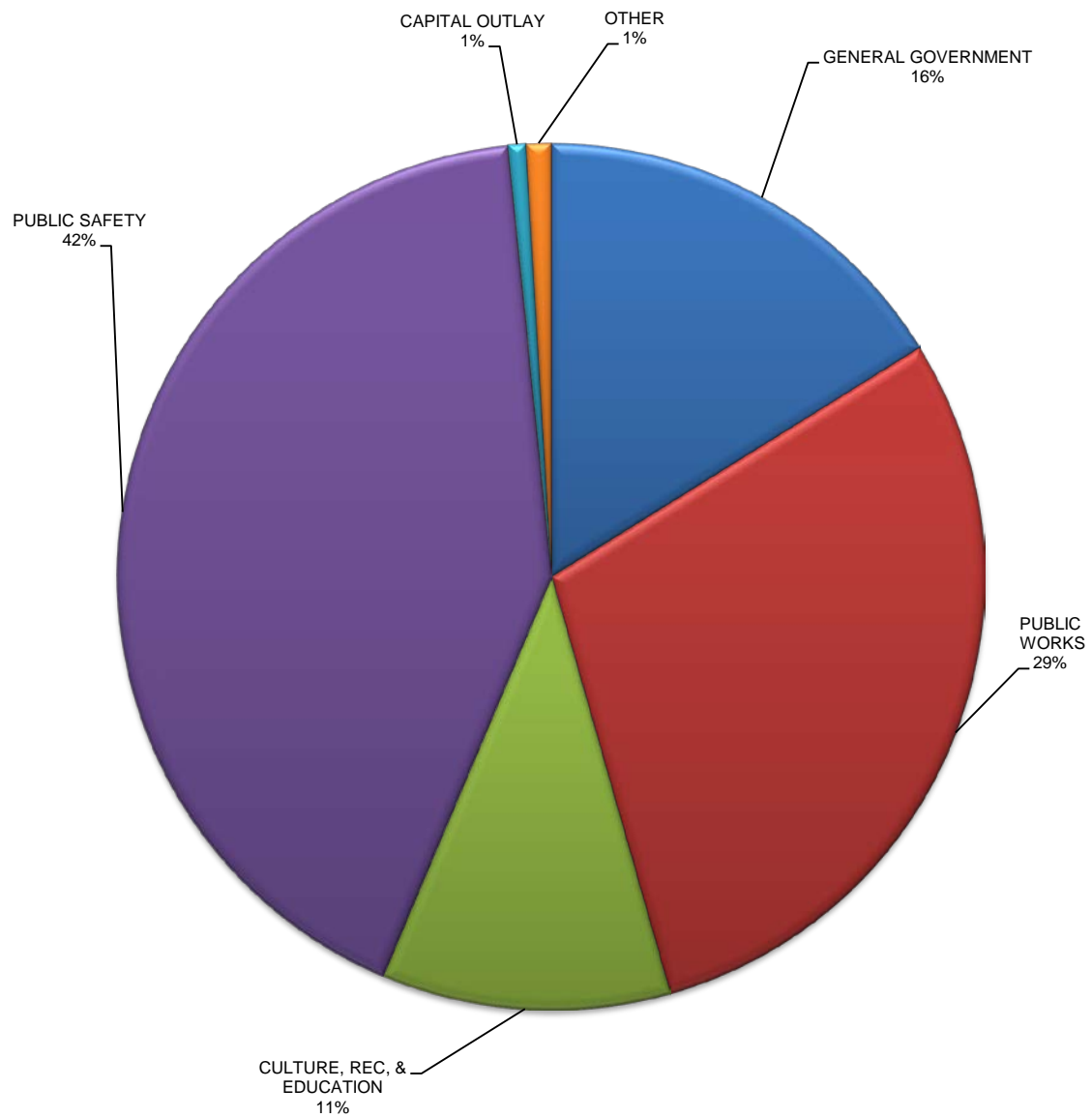
# CITY OF TOMAH 2019 GENERAL FUND REVENUE



**CITY OF TOMAH, WISCONSIN**  
**EXPENDITURES**  
**GENERAL FUND**

| EXPENDITURES                        | YEAR ENDED DECEMBER 31,    |                            |                            |
|-------------------------------------|----------------------------|----------------------------|----------------------------|
|                                     | 2019                       |                            | 2018                       |
|                                     | BUDGET                     | ACTUAL                     | ACTUAL                     |
| General Government                  |                            |                            |                            |
| Legislative                         | \$ 39,976                  | 43,174                     | \$ 38,151                  |
| Judicial                            | 128,969                    | 127,448                    | 113,151                    |
| Mayor                               | 17,685                     | 16,060                     | 16,232                     |
| Administrator                       | 141,001                    | 136,280                    | 146,510                    |
| Clerk and elections                 | 209,182                    | 201,048                    | 207,994                    |
| Information technology              | 59,700                     | 56,833                     | 49,821                     |
| Auditing, personnel, and management | 246,677                    | 251,718                    | 221,902                    |
| Assessor                            | 48,550                     | 47,164                     | 46,218                     |
| City hall                           | 132,106                    | 99,414                     | 103,059                    |
| Other general government            | 256,479                    | 174,154                    | 172,892                    |
| Public Safety                       |                            |                            |                            |
| Police department                   | 2,611,548                  | 2,610,215                  | 2,461,742                  |
| Fire department                     | 164,709                    | 208,791                    | 245,784                    |
| Ambulance                           | 47,120                     | 47,120                     | 47,455                     |
| Inspections                         | 130,289                    | 135,162                    | 136,630                    |
| Other                               | 2,925                      | 3,233                      | 2,364                      |
| Public Works                        |                            |                            |                            |
| Street department                   | 1,398,221                  | 1,420,238                  | 1,227,939                  |
| Street lighting                     | 132,000                    | 135,657                    | 137,256                    |
| Sidewalks                           | 35,500                     | 34,931                     | 4,780                      |
| Storm sewers                        | 18,000                     | 20,799                     | 32,865                     |
| Airport                             | 32,700                     | 20,049                     | 24,587                     |
| Refuse and garbage                  | 459,343                    | 404,425                    | 415,362                    |
| Other                               | 85,042                     | 66,900                     | 79,746                     |
| Culture, Recreation, and Education  |                            |                            |                            |
| Parks                               | 511,424                    | 524,739                    | 492,911                    |
| Recreation                          | 112,698                    | 103,094                    | 103,868                    |
| Swimming pool                       | 153,832                    | 139,885                    | 141,120                    |
| Conservation and Development        |                            |                            |                            |
| Planning                            | 29,111                     | 12,851                     | 4,226                      |
| Capital Outlay                      |                            |                            |                            |
| Other general government            | 6,500                      | 7,897                      | 28,779                     |
| Police department                   | 26,850                     | 24,319                     | 22,338                     |
| Fire department                     | 15,000                     | 14,752                     | 64,381                     |
| Street department                   | -                          | -                          | 3,300                      |
| Sidewalks                           | -                          | -                          | 8,525                      |
| Storm sewer                         | -                          | 356                        | 356                        |
| Parks                               | -                          | -                          | 10,639                     |
| Debt Service                        |                            |                            |                            |
| Principal                           | 52,632                     | 52,632                     | 52,632                     |
| Interest                            | 1,053                      | 1,053                      | 1,316                      |
| Operating Transfers Out             | -                          | -                          | 40,000                     |
| <b>TOTAL EXPENDITURES</b>           | <b><u>\$ 7,306,822</u></b> | <b><u>\$ 7,142,391</u></b> | <b><u>\$ 6,906,831</u></b> |

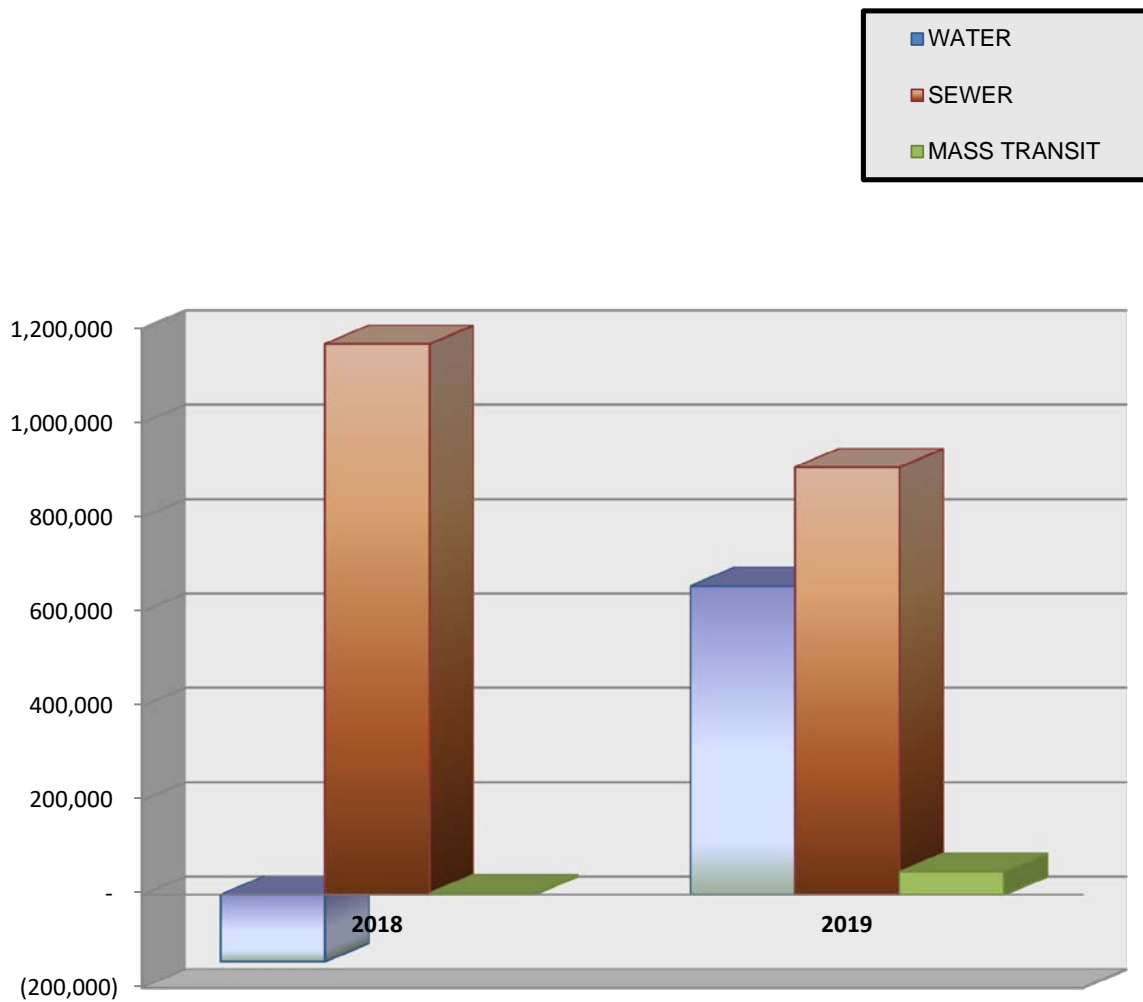
## CITY OF TOMAH 2019 GENERAL FUND EXPENDITURES



**CITY OF TOMAH, WISCONSIN**  
**STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION**  
**WATER, SEWER, AND MASS TRANSIT**

|  | YEAR ENDED DECEMBER 31,    |                            |                            |                            |                           |                           |
|--|----------------------------|----------------------------|----------------------------|----------------------------|---------------------------|---------------------------|
|  | WATER                      |                            | SEWER                      |                            | MASS TRANSIT              |                           |
|  | 2019                       | 2018                       | 2019                       | 2018                       | 2019                      | 2018                      |
| <b>OPERATING REVENUE</b>                     |                            |                            |                            |                            |                           |                           |
| Charges for services                         | \$ 2,194,170               | \$ 2,117,030               | \$ 3,016,923               | \$ 3,041,302               | \$ 380,644                | \$ 198,463                |
| Intergovernmental grants                     | -                          | -                          | -                          | -                          | 279,469                   | 229,117                   |
| <b>TOTAL OPERATING REVENUE</b>               | <u>2,194,170</u>           | <u>2,117,030</u>           | <u>3,016,923</u>           | <u>3,041,302</u>           | <u>660,113</u>            | <u>427,580</u>            |
| <b>OPERATING EXPENSES</b>                    |                            |                            |                            |                            |                           |                           |
| Plant and maintenance                        | 624,081                    | 1,396,260                  | 807,487                    | 760,319                    | 592,507                   | 395,969                   |
| General and administration                   | 319,675                    | 281,558                    | 533,450                    | 378,092                    | 1,130                     | 3,432                     |
| Depreciation                                 | 582,618                    | 568,684                    | 722,254                    | 690,089                    | 17,400                    | 24,678                    |
| Taxes  | 13,189                     | 14,278                     | 47,456                     | 45,189                     | -                         | -                         |
| <b>TOTAL OPERATING EXPENSES</b>              | <u>1,539,563</u>           | <u>2,260,780</u>           | <u>2,110,647</u>           | <u>1,873,689</u>           | <u>611,037</u>            | <u>424,079</u>            |
| <b>OPERATING INCOME (LOSS)</b>               | <u>654,607</u>             | <u>(143,750)</u>           | <u>906,276</u>             | <u>1,167,613</u>           | <u>49,076</u>             | <u>3,501</u>              |
| <b>NONOPERATING REVENUE (EXPENSES)</b>       |                            |                            |                            |                            |                           |                           |
| Interest income                              | 102,889                    | 51,950                     | 99,183                     | 58,151                     | -                         | -                         |
| Contributions                                | 86,016                     | 266,533                    | 2,867,930                  | 26,114                     | -                         | -                         |
| Interest expense                             | (108,275)                  | (107,310)                  | (80,878)                   | (88,232)                   | -                         | -                         |
| Miscellaneous revenue                        | -                          | -                          | 188                        | 4                          | -                         | 2,765                     |
| (Loss) on disposal of capital assets         | (22,908)                   | -                          | -                          | -                          | -                         | -                         |
| Transfer out                                 | (388,125)                  | (369,918)                  | -                          | -                          | -                         | -                         |
| <b>TOTAL NONOPERATING (EXPENSES) REVENUE</b> | <u>(330,403)</u>           | <u>(158,745)</u>           | <u>2,886,423</u>           | <u>(3,963)</u>             | <u>-</u>                  | <u>2,765</u>              |
| <b>CHANGE IN NET POSITION</b>                | <u>324,204</u>             | <u>(302,495)</u>           | <u>3,792,699</u>           | <u>1,163,650</u>           | <u>49,076</u>             | <u>6,266</u>              |
| <b>NET POSITION AT BEGINNING OF YEAR</b>     | <u>15,560,142</u>          | <u>15,862,637</u>          | <u>21,565,411</u>          | <u>20,401,761</u>          | <u>(85,114)</u>           | <u>(91,380)</u>           |
| <b>NET POSITION AT END OF YEAR</b>           | <u><b>\$15,884,346</b></u> | <u><b>\$15,560,142</b></u> | <u><b>\$25,358,110</b></u> | <u><b>\$21,565,411</b></u> | <u><b>\$ (36,038)</b></u> | <u><b>\$ (85,114)</b></u> |

# CITY OF TOMAH WATER, SEWER, AND MASS TRANSIT 2018-2019 OPERATING INCOME



**CITY OF TOMAH, WISCONSIN**  
**STATEMENT OF REVENUE, EXPENDITURES, AND FUND EQUITY**  
**OTHER FUNDS**

|                              | <u>FUND EQUITY</u><br><u>JANUARY 1,</u><br><u>2019</u> | <u>REVENUE</u>              | <u>EXPENDITURES</u>         | <u>FUND EQUITY</u><br><u>DECEMBER 31,</u><br><u>2019</u> |
|------------------------------|--|-----------------------------|-----------------------------|--|
| Special Revenue              |  |                             |                             |  |
| Library                      | \$ 339,951   | \$ 500,201                  | \$ 490,476                  | \$ 349,676   |
| Lake district                | 136,364  | 247,240                     | 26,860                      | 356,744  |
| Industrial development       | 789,653  | 5,200                       | 5,272                       | 789,581  |
| Tourism                      | 391,962  | 626,672                     | 510,245                     | 508,389  |
| Senior and disabled services | 66,677   | 125,493                     | 117,654                     | 74,516   |
| Grants and donations         | 117,303  | 57,338                      | 56,885                      | 117,756  |
| CDBG Special Revenue         | 581,133  | 85,662                      | 134,843                     | 531,952  |
| Ambulance Special Revenue    | 1,395,637  | 2,526,114                   | 2,664,332                   | 1,257,419  |
| Debt Service                 | 295,118  | 2,345,988                   | 2,285,245                   | 355,861  |
| Capital Projects             | 1,712,048  | 559,929                     | 2,010,790                   | 261,187  |
| TIF #8                       | (800,097)  | 3,531,279                   | 5,175,411                   | (2,444,229)  |
| TIF #9                       | (21,071)   | 500,000                     | 5,395                       | 473,534  |
| TIF #10                      | <u>(14,078)</u>  | <u>1,930,843</u>            | <u>1,665,358</u>            | <u>251,407</u>   |
| <b>TOTAL</b>                 | <b><u>\$ 4,990,600</u></b>                             | <b><u>\$ 13,041,959</u></b> | <b><u>\$ 15,148,766</u></b> | <b><u>\$ 2,883,793</u></b>                               |

**CITY OF TOMAH, WISCONSIN**  
**OTHER FINANCIAL INFORMATION**  
**DECEMBER 31, 2019**

**Independent Auditors' Report** - An unmodified "clean" auditors' opinion was issued on the City's financial statement. Our opinion states that we found that your statements present fairly, in all material respects, the financial activity of the City.

**Basis of Accounting** - The combined balance sheet, general fund revenue, general fund expenditures, and statement of revenue, expenditures, and fund balances summary financial statements are presented using the current financial resources measurement focus and the modified accrual basis of accounting. The statement of revenue, expenses, and changes in net position financial statement is presented using the economic resources measurement focus and the accrual basis of accounting.

**General Capital Assets** - The City added \$2,978,410 of general capital assets during 2019, of which \$860,768 was for equipment, \$958,310 was for land improvements, \$419,300 was for infrastructure, \$73,489 was for construction in progress, and \$666,543 was for building improvements.

|                                    | <u>BALANCES</u><br><u>1/1/19</u> | <u>ADDITIONS</u>           | <u>RETIREMENTS</u>         | <u>BALANCES</u><br><u>12/31/19</u> |
|------------------------------------|----------------------------------|----------------------------|----------------------------|------------------------------------|
| General Capital Assets             | \$ 61,156,997                    | \$ 2,978,410               | \$ (504,687)               | \$ 63,630,720                      |
| Less Accumulated Depreciation      | <u>24,712,131</u>                | <u>1,759,995</u>           | <u>(389,409)</u>           | <u>26,082,717</u>                  |
| <b>General Capital Assets, net</b> | <b><u>\$ 36,444,866</u></b>      | <b><u>\$ 1,218,415</u></b> | <b><u>\$ (115,278)</u></b> | <b><u>\$ 37,548,003</u></b>        |

**Water and Sewer Utilities** - The City added \$3,152,604 of water, sewer and mass transit fixed assets during 2019.

**Long-Term Debt** - General obligation long-term debt increased \$1,389,883 to an outstanding general obligation debt balance of \$19,328,741 at December 31, 2019. The City is well below its debt limit of \$35,813,375.

|  | <u>BALANCES</u><br><u>1/1/19</u> | <u>ADDITIONS</u>           | <u>RETIREMENTS</u>          | <u>BALANCES</u><br><u>12/31/19</u> |
|--|----------------------------------|----------------------------|-----------------------------|------------------------------------|
| <b>General Obligation Long-Term Debt</b> | <b><u>\$17,938,858</u></b>       | <b><u>\$ 3,797,145</u></b> | <b><u>\$(2,407,262)</u></b> | <b><u>\$19,328,741</u></b>         |

**Auditors' Reports on Compliance and Internal Control Over Financial Reporting** - These reports conclude that the City's internal controls appear adequate for a City of your size.

**Communications With Those Charged With Governance** - This report discusses the scope and limitations of a financial audit and communicates any problems we had during the audit process. No significant problems were identified.

**Tomah Public Housing Authority & Community Development Block Grant  
Monthly Report to City of Tomah Common Council  
June 2020**

**Points of Interest:**

**Tomah Public Housing Authority (TPHA)**

1. Housing office reopened after COVID-19 closing on 06/01/2020 with a central meeting desk/area for all in person contacts
2. **Lakeside Apartments –**
  - a. **Capital Improvement projects –** Funded with Operating Reserve Funds & Capital Grant
    - i. Apt# 16- 4 Bedroom; Started 03/06/20; Est completed 07/31/20; Est Cost \$36,200
    - ii. Apt# 4- 4 Bedroom; Started 03/16/20; Est completed 05/31/20; Est Cost \$36,200
    - iii. Apt# 2- 2 Bedroom; Started 04/07/20; Est completed 06/30/20; Est Cost \$32,500

**As of 05/20/2020**

**Estimated funding available for only 0-1 addtl units**

**Units Completed = 17**

**Unit rehabs in progress = 3 (Apts#2, 4 & 16 to be completed 05/31/20 to 07/31/20)**

**Units scheduled in next 8 mos = 0 (Based on estimated funds on hand)**

**Unit rehabs unscheduled = 8 (Condition: 4 units poor & 4 units Fair/Good)**

**Monthly Housing Program Stats:**

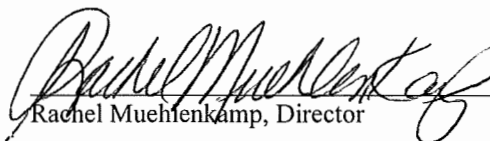
| Housing Program                      | Number of Occupied Units | Number of Vacant Units | Comments  |
|--------------------------------------|--------------------------|------------------------|---|
| Tomah Manor                          | 39                       | 1                      | 1 Vacant units: vacant unit(s) to be occupied by 7/1/20<br>98% Occupied<br>Pending: 0 Notice to Vacate; 0 Lease Termination   |
| Maple Grove – Duplex                 | 2                        | 0                      | 0 Vacant units: vacant unit(s) to be occupied by NA<br>100% Occupied  |
| Sr Center Apt                        | 1                        | 0                      | 0 Vacant unit(s): vacant units to be occupied N/A<br>100% Occupied<br>Pending: 0 Notice to Vacate; 0 Lease Termination  |
| 504 Waterman Av                      | 3                        | 0                      | 0 Vacant units: vacant unit(s) to be occupied by NA<br>100% Occupied; 1 intent to vacate by 7/31/2020   |
| Lakeside Apartments                  | 24                       | 4                      | 4 Vacant unit(s): 2 vacant units to be occupied by 06/15/20<br>86% Occupied<br>Pending: 0 Notice to Vacate; 0 Lease Termination   |
| Housing Vouchers                     | 16                       | NA                     | 16 Vouchers max. with lease-up based on funds available<br>0 Client(s) Issued Vouchers & Looking for housing<br>16 Client(s) Housed & Receiving Housing Assistance  |
| Veterans Supportive Housing Vouchers | 89                       | NA                     | 100 Max Vouchers Available;<br>430 Client(s) Referred to date by Tomah VA<br>2 Client(s) with verification pending<br>335 Client(s) files closed, ineligible or no longer interested<br>4 Client(s) Issued Vouchers & Looking for housing<br>89 Client(s) Housed & Receiving Housing Assistance |

**Community Development Block Grant (CDBG)**

**Community Development Block Grant (CDBG) Program Stats for 2020:**

| CDBG Program        | No. of Contacts or Inquiries | No. of Pending Applications | No. of Open/Work In Progress | YTD No. of Loans Closed | Comments |
|---------------------|------------------------------|-----------------------------|------------------------------|-------------------------|----------|
| Home Rehabilitation | 6                            | 2                           | 2                            | 0                       |          |

Prepared By:

 6/3/2020  
Rachel Muehlenkamp, Director Date





## SENIOR & DISABLED SERVICES

608-374-7476 Fax: 608-374-7462  
pjbuchda@tomahonline.com

## Kupper Ratsch Senior Center

**A Community Gathering Place**  
1002 Superior Ave. Tomah, WI. 54660

# SENIOR & DISABLED SERVICES UPDATE

Page 1

## Hello from Pam



*"Laugh Often ~ Live Well ~ Love Much"*

*'Happiness is not a destination. It is a method of life' ~Burton Hills*

*"The purpose of activities is not to kill time, but to make time live.*

*Not too keep a person occupied, but to keep him/her refreshed.*

*Not to offer an escape from life, but to provide a discovery for life". ~ Author Unknown*

Even though we are planning on **opening now on Monday, June 15**, the COVID-19 coronavirus is still out there and can be a threat to our health. We are open at your own risk. **Please follow our safety precaution guidelines posted in the building and on page 19 of June newsletter.**

**Please continue to use safety precautions** – for your sake and for other's sake. **If you are sick, please stay home until you are better.**

We also need to be aware that some of us cough and sneeze because of allergies and/or heart/lung conditions and not sickness.

**We ask that you wear Masks & Gloves & practice Physical distancing.** Hugs are probably not a good idea, although I would like to hug all of you.

## WELCOME BACK!!! 😊

**You are Welcome... AT YOUR OWN RISK.**

**You are responsible for the decisions you make.**

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

### 01 **RECREATION & LEISURE ACTIVITIES/GATHERING PLACE**

UPCOMING ACTIVITIES/EVENTS: **-Calendar of activities/events** (in newsletter see index for pages) Friday, the 19<sup>th</sup> is Music by Skip Jones, Folksinger /Storyteller.

### 02 **EDUCATIONAL & HEALTH PROGRAMS**

UPCOMING PROGRAMS/EVENTS: **-Calendar of activities/events** (in newsletter see index for pages)

### 03 **DISABLED/SPECIAL NEEDS SERVICES**

**-Sunday Funday:** We hope to resume the Sunday Funday event on June 21, depending on the COVID-19 coronavirus precautions.

**-Loan Closet:** We are glad to provide this service for our community.

Even though we are 'closed', we are still having many calls for equipment.

If you have unused medical equipment, please feel free to donate them for the loan closet.

Continued on page 2

# **SENIOR & DISABLED SERVICES UPDATE,** continued from page 01

Page 2

|           |   |
|-----------|---|
| <b>04</b> | <b><u>VOLUNTEER PROGRAM</u></b><br><b>-April 19-25 was National Volunteer Appreciation week.</b><br>We planned our <b>Volunteer Appreciation Social</b> for Thursday, April 23, at 3:30 after bingo and euchre. <b>We have rescheduled it for August 27<sup>th</sup>.</b> Everyone is invited to come and celebrate our Volunteers. Lots of Heartfelt Thanks to all our Volunteers!!!   |
| <b>05</b> | <b><u>PUBLIC RELATIONS/COMMUNITY COMMUNICATION &amp; INVOLVEMENT</u></b><br>-Still receiving <b>calls for assist with finding/contacting resources</b> for various needs.<br>-Worked on monthly <b>Newsletter</b> as communication to clients, public, and city.<br>Worked on, but did not complete or print April & May's Newsletters because we were closed and could not re-open at the time due to COVID-19 coronavirus precautions of 'Shelter-at-home social/physical distancing' requirements. So part of this newsletter is a culmination of April, May & June newsletters.<br>-Attended <b>Monroe County Dementia Friendly Coalition</b> remote meeting (4 <sup>th</sup> Tuesday at 2-3:30pm)<br>- <b>Tomah's Great Holiday Shopping Hunt (TGHSH)</b> Committee was scheduled to meet in April and now has been rescheduled to meet in June 17 at 2:00pm. Have been doing some e-mailing.<br>-Attended <b>School Board meetings</b> ( <i>School Board Academy, Policy, Curriculum, and regular Board meeting</i> ) & meetings for hiring of Varsity Football Coach, School District Activity Director, School District Superintendent, & Head Boys Basketball Coach.<br><del>-Attended <b>Tomah Rotary Club</b> meetings (Tuesdays at 12:00 noon) Canceled due to Coronavirus Precautions.</del><br><del>-Attended <b>Tomah Lioness Club</b> meetings. Canceled due to COVID-19 Precautions.</del> |
| <b>06</b> | <b><u>BUILDING/MAINTENANCE</u></b><br>-In April, <b>Fire Chief Tim</b> came over and looked at our kitchenette and the rest of the senior center, He had some <b>recommendations</b> I will be following up on.<br>City council budget transfer in June to address solution for recommendations.<br>-Communicated with Kirk in Public Works about the <b>winter gutter ice problem</b> which is better than previous winter, but still a problem, and he has a solution for it.<br>-Communicated with Kirk in Public Works about the <b>back door black top problem</b> and it was fixed in May. Thank You Public Works!  |
| <b>07</b> | <b><u>INCOME/BUDGET/DONATIONS</u></b><br><b>-Business, Groups, &amp; Individuals who donated</b> - We are so blessed to have you all.<br>Thank You for all you do!!! We have received some donations of money and items since COVID-19 coronavirus Precautions shut-down.<br>-Ongoing: <b>DONATION OF ITEMS</b> for monthly <b>BINGO BASH</b> are always welcome.<br>-We have <b>FRAMED PUZZLES</b> , prices on each one. I was able to take the time to rearrange wall hangings in the building & get our Framed Puzzles for Sale on display on the walls.<br>-Updated the <b>MUSIC SPONSOR</b> Brochure, & the <b>HALLOWEEN SPONSOR</b> Brochure.<br>-Worked on & completed an application for a Frank G. Andres & Thomas B. Earle grants.<br>-Ongoing: Pam worked on monthly bills/invoices and keeping track of the budgets.  |
| <b>08</b> | <b><u>MEAL SITE</u></b> ( <i>The City of Tomah has a contract with ADRC of Monroe County for the meal site to be here.</i> )<br><i>NOTE: The lunch bunch that usually eat at the senior center were given the choice of having their meals delivered at home during the time of coronavirus precautions when the Senior Center &amp; Meal Site were closed.</i><br>-The ADRC Drivers who deliver the meals to homes, requested the 1 <sup>st</sup> two parking spaces next to the handicap space closest to the senior center in the city parking lot be reserved to help with hauling the meals to people. Public works now has the reserved signs & will be putting them up before school starts again and the senior center is open.   |

Continued on page 3

# SENIOR & DISABLED SERVICES UPDATE

Page 3

|           |  |
|-----------|--|
| <b>09</b> | <b><u>SENIOR &amp; DISABLED SERVICES DEPARTMENT EMPLOYEES</u></b><br>-Diane chose to 'Shelter-at-home' and do some occasional "remote" work for us such as wellness calls to our clients and some online work. She has recently come in to plant flowers outside, start decorating for summer, and get ready to reopen.<br>-Pam worked on and submitted the senior center <b>inventory</b> for the ' <b>Property Insurance Renewal</b> '.<br>-Reorganized the <b>workroom &amp; closets</b> once the kitchenette project was done.<br>-Pam did <b>monthly report</b> and attended <b>City Council</b> meetings 'remotely'.<br>-Pam attended <b>Staff Meetings</b> of City Dept. Heads at 8:30am Tuesday mornings remotely.<br>- <b>Special Needs Ad Hoc Committee</b> on 3 <sup>rd</sup> Tuesday at 6:30pm. Open to public - June 16.<br>- <b>Senior &amp; Disabled Service Board</b> meets on Monday at 6:00pm - June 22. |
|-----------|--|

|           |  |
|-----------|--|
| <b>09</b> | <b><u>SENIOR &amp; DISABLED SERVICES DEPARTMENT EMPLOYEES, continued</u></b><br><del>-Senior Center staff meetings twice a month were canceled due to COVID-19 precautions.</del><br>-Pam attended <b>WASC</b> (Wisconsin Association of Senior Centers) <b>Zoom meetings</b> (remote) to network with other senior center staff in Wisconsin.<br>-Diane & Pam are taking an <b>On-line Educational Program</b> from Boston University Center for Aging and Disability Education and Research (BU CADER) for a Behavioral Health and Aging Certificate. Courses must be completed by June 30, 2020.<br>-Pam evaluated each activity offered at the senior center in relation to COVID-19 precautions, and possible revisions/adaptations to activities.<br>-Pam worked on Senior Center COVID-19 Precautions Upon Reopening. |
|-----------|--|

| <b><u>City of Tomah's SENIOR &amp; DISABLED SERVICES BOARD (SDSB)</u></b>   |  |                                  |  |
|---|--|----------------------------------|--|
| (They <b>Volunteer</b> their time for us)   |  |                                  |  |
| Committee formed in July 2000. Shall consist of Mayor, 2 Alderpersons, & 5 citizens. Term shall be 2 years & aldermanic members shall be coextensive with their term of office. |  |                                  |  |
| <b>Meets 4<sup>th</sup> Monday at 6:00pm in January, April, June, July, September, &amp; October. 2020: 1-27; 4-27; 6-22; 7-27; 9-28; 10-26)</b>                                |  |                                  |  |
| <b>2021 TERM</b>  |  | <b>2022 TERM</b>                 |  |
| Susan Greeno, Citizen   |  | Mike Murray, Mayor (Chairperson) |  |
| Jeremy Haldeman Citizen   |  | Jenna Moser, Citizen             |  |
| Evelyn Noyes, Citizen (Secretary)   |  | Lauri Shumway, Citizen           |  |
|   |  | Richard Yarrington, Alderperson  |  |
|   |  | Shawn Zabinski, Alderperson      |  |

| <b><u>City of Tomah's Senior &amp; Disabled Services SPECIAL NEEDS AD HOC COMMITTEE</u></b>  |  |
|--|--|
| (They <b>Volunteer</b> their time for us)  |  |
| Committee formed in last half of 2018.   |  |
| <b>Meets 3<sup>rd</sup> Tuesday 6:30pm monthly (2020: 1-28; 2-18; 3-24(4<sup>th</sup> Tue); 4-21; 5-19; 6-16; 7-21; 8-18; 9-15; 10-20; 11-17; 12-15)</b> |  |
| Patty Ambort-----  | Parent/Caregiver                                     |
| Pam Buchda-----  | City of Tomah's Senior & Disabled Services Director  |
| Francis "Trey" Hewuse, 2 <sup>nd</sup> Chair----   | THS Special Education Teacher, Family Special Needs  |
| Mike Murray-----   | City of Tomah Mayor/Senior & Disabled Services Board |
| Rick Murray, Chair-----  | Parent/Caregiver                                     |
| Joe Protz-----   | City of Tomah's Parks & Recreation Director          |
| Lauri Shumway-----   | Parent/Caregiver, Senior & Disabled Services Board   |
| Mary Watkins-----  | Parent/Caregiver, Retired Special Education Teacher  |

| <b>NAME</b>   | <b><u>City of Tomah's SENIOR &amp; DISABLED SERVICES EMPLOYEES</u></b>     |
|---------------|--|
| Pam Buchda    | Senior & Disabled Services Director (SDSD) – Budgeted for 40 hours weekly. |
| Diane Behrens | 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



**Senior & Disabled Services Dept.  
KUPPER RATSCH SENIOR  
CENTER**

*A Community Gathering Place*

**WELCOME BACK!!! ☺ - Reopening June 15<sup>th</sup>**

**You are Welcome... AT YOUR OWN RISK.**

**You are responsible for the decisions you make.**

**Please be protective of others' health & safety!!!**

**SENIOR CENTER COVID-19 PRECAUTIONS  
UPON REOPENING**

- 1. WEAR A MASK** while at the Senior Center.
- 2. WEAR GLOVES** when playing cards.
- 3. WIPE** bingo cards before and after playing.
- 4. PRACTICE PHYSICAL DISTANCING**-6 feet recommended
- 5. DO NOT BRING FOOD IN.**  
**NO SHARING FOOD** buffet style/helping yourself.
- 6. BRING** your own **BEVERAGES**.
- 7. WIPE DOWN** water handles and toilet seat & handle  
before and after you use it.  
If forgot to take gloves off when bathrooming –  
please discard and use a new pair afterwards.
- 8. USE COMMON SENSE PRECAUTIONS** listed below.

**COMMON SENSE PRECAUTIONS  
for any time**

- 1. WASH HANDS OFTEN** for at least 20 seconds each time.
- 2. Use HAND SANITIZERS.**
- 3. Keep your HANDS AWAY FROM** your **FACE**.
- 4. COUGH/SNEEZE INTO** your **INNER ELBOW** – that does  
not touch other people.
- 5. Practice PHYSICAL DISTANCING** - 6 feet recommended.  
**Hugging is NOT** a good idea right now.
- 6. STAY AT HOME IF YOU ARE SICK!**
- 7. COME BACK** when you are better.

Gateway to Cranberry Country

# The City of Tomah

*Where The I Divides*

---

## May Permit Report

05/01/2020 - 05/31/2020

| Permit # | Permit Date | Permit Type                      | Project Description   | Parcel Address          | Total Fees | Construction Value |
|----------|-------------|----------------------------------|---|-------------------------|------------|--------------------|
| 5542     | 5/26/2020   | Mechanical                       | HVAC for original tenant buildout (Century 21)  | 802-810 SUPERIOR AVENUE | \$86.00    | 17,800.00          |
| 5541     | 5/19/2020   | Building- New Single Family      | New single family home  | 545 Alyssa St.          | \$928.04   | 130,000.00         |
| 5540     | 5/18/2020   | Fence                            | 4' chain link fence >2' from property lines   | 305 NICHOLAS STREET     | \$20.00    | 0.00               |
| 5539     | 5/18/2020   | Alter/Addition One or Two Family | Kitchen remodel(new cabinets and countertops)   | 332 BUTTS AVENUE        | \$30.00    | 3,000.00           |
| 5538     | 5/18/2020   | Electrical                       | Service upgrade (125 amp)   | 602 W JUNEAU STREET     | \$30.00    | 1,000.00           |
| 5537     | 5/18/2020   | Electrical                       | Installing (2) 20 amp kitchen counter small appliance circuits, new circuits for refrigerator and microwave, and upgrade service to 200 amp | 332 BUTTS AVENUE        | \$50.00    | 3,200.00           |
| 5536     | 5/15/2020   | Fence                            | 4' wire mesh fence >2' from property lines  | 1013 Deer Run Ln        | \$20.00    | 0.00               |
| 5535     | 5/15/2020   | Alter/Addition One or Two Family | Constructing covered roof over existing deck (not attached to the home)   | County View Estates     | \$30.00    | 1,000.00           |

| Permit # | Permit Date | Permit Type                                | Project Description   | Parcel Address         | Total Fees | Construction Value |
|----------|-------------|--|---|------------------------|------------|--------------------|
| 5534     | 5/14/2020   | Land Disturbance Permit                    | Filling in water ditches as part of a Wetland Mitigation project.                           |                        |            | 0.00               |
| 5533     | 5/14/2020   | Fence                                      | 6' vinyl privacy fence >2' from property lines  | 819 FARMER AVENUE      | \$20.00    | 0.00               |
| 5532     | 5/14/2020   | Deck Permit                                | 14 x 6 addition to existing deck, replacing wood deck boards with composite decking         | 430 N LAWRENCE AVENUE  | \$35.00    | 8,000.00           |
| 5531     | 5/12/2020   | Shed Permit<150 square feet                | 12 x 12 shed in rear yard   | 434 NORTH STREET       | \$15.00    | 2,500.00           |
| 5530     | 5/12/2020   | Deck Permit                                | Replacing deck framing, decking, and railings. (Existing support posts and footings remain) | 416 GANNON COURT       | \$35.00    | 1,200.00           |
| 5529     | 5/11/2020   | Electrical                                 | Electrical for commercial remodel   | 601 N SUPERIOR AVENUE  | \$65.00    | 10,000.00          |
| 5528     | 5/5/2020    | Alteration/Addition to Accessory Structure | Enclosing end wall of carport   | 402 SUPERIOR AVENUE    | \$30.00    | 650.00             |
| 5527     | 5/5/2020    | Alter/Addition One or Two Family           | New 17 x 24 carport addition to front of garage   | 503 SCHALLER STREET    | \$114.44   | 15,000.00          |
| 5526     | 5/5/2020    | Mechanical                                 | Replacing furnace   | 425 PINE STREET        | \$45.00    | 2,400.00           |
| 5525     | 5/5/2020    | Fence                                      | 6' wooden fence >2' from property lines in side and rear yard                               | 202 W ELIZABETH STREET | \$20.00    | 0.00               |
| 5524     | 5/5/2020    | Plumbing                                   | Plumbing for new single family home   | 408 Nicholas St.       | \$72.46    | 12,385.00          |
| 5523     | 5/5/2020    | Building- New Single Family                | New single family home  | 411 Nicholas St.       | \$1,260.12 | 198,000.00         |



| Permit # | Permit Date | Permit Type                     | Project Description   | Parcel Address       | Total Fees        | Construction Value |
|----------|-------------|---------------------------------|---|----------------------|-------------------|--------------------|
| 5522     | 5/5/2020    | Township-LaGrange (New const.)  | New single family home  | 8424 US Hwy 12       | \$969.16          | 0.00               |
| 5521     | 5/4/2020    | Fence                           | 6' vinyl privacy fence on property line (property boundary located) | 313 W MONOWAU STREET | \$20.00           | 0.00               |
| 5520     | 5/4/2020    | Electrical                      | Installing 100 amp breaker panel                                    | 322 GLENDALE AVENUE  | \$30.00           | 998.00             |
| 5519     | 5/4/2020    | Accessory building >150 sq. ft. | 26 x 28 detached garage in rear yard                                | 703 KILBOURN AVENUE  | \$72.80           | 14,000.00          |
|          |             |                                 |   |                      | <b>\$3,998.02</b> | <b>421,133.00</b>  |

Total Records: 24

6/2/2020

The COMMON COUNCIL of the City of Tomah met in REGULAR SESSION May 12, 2020 at 6:30 p.m. with Mayor Mike Murray presiding in the Municipal Building, 819 Superior Avenue, Tomah WI via Go to Meeting at 571-317-3122 – Meeting ID: 344-891-253#.

Following the Pledge of Allegiance, roll call was taken with the following members present: Mike Murray, Travis Scholze, Lamont Kiefer, Donna Evans, Dean Peterson, Shawn Zabinski, Jeff Cram, Richard Yarrington, and Adam Gigous. Absent: None. Quorum present. Also present: City Attorney Penny Precour and City Clerk JoAnn Cram. Gregg Hagen did not videotape the meeting due to COVID-19 restrictions.

**Anyone Desiring to Appear Before the City Council.** Lamont Kiefer advised the May Lake Committee meeting has been cancelled. The next scheduled meeting is Thursday, July 16<sup>th</sup>.

**Designate Official Newspaper.** Circulation numbers were received from the Tomah Journal/Monitor Herald and the Monroe County Herald. The Monroe County Herald advises they have 957 Tomah subscriptions, 66 online subscriptions, and approximately 150 sales in the newsstands. The Director of Audience Development from the River Valley Media Group advised the Tomah Journal has a circulation of 531 in the 54660 zip code. Both are eligible, the Tomah Paper is located in the City. Discussion was held regarding adding the information for legal notices to our website.

Motion by Yarrington, second by Evans to designate Monroe County Herald as the official newspaper for the City of Tomah. Motion passed with 3 negative votes from Zabinski, Peterson and Scholze.

**Mayor. 1. Review of City Administrator Job Description and Discuss Job Posting.** Discussion was held regarding adding 5 to 10 years of previous experience preferred. It was the consensus to leave it at "preferred" and not "required." Further discussion was held regarding how the City Administrator position and the City Clerk position will "mesh" going forward as we look to replace both positions. It was the consensus of the Council to continue with the hiring of a City Administrator and use the current job description. It was the consensus of the Council to move forward and post the City Administrator job opening this week.

**2. COVID 19 Update and Council Review.** Mayor Murray has contacted the League of WI Municipalities regarding the "Safer at Home" stipulations ordered by the State and what, if any, action would result if there was a decision made to not adhere to the current order. Small businesses can now open and they can have up to 5 people in the business as long as there is an outside entrance. Enclosed malls are not eligible. Has there been a discussion with the County should the Supreme Court rule should the Dept. of Health order fall? Today is the end of Gov. Evers initial order but the "Safer at Home" stays in effect because of the Dept. of Health order. Mayor Murray will contact the County on Wednesday to discuss this issue with them. As of today, the state has met 5 of the 6 requirements of Badger Bounce Back. The City also needs to address the comp time issue that occurred during the early stages of COVID 19. Past practice has been that comp time cannot exceed 40 hours, however, the manual did not specify cap exempt comp time. The police chief exceeded the 40 hours with 31.5 hours extra hours worked, the assistant chief went over with an additional 69 hours, the City Clerk had accumulated 60.5 hours of additional time, and Ambulance Director Dunford also went over 40 hours with an additional 35.5 hours related to COVID 19 issues. Discussion was held and concern was voiced that salaries exist because exempt employees aren't paid hourly but are paid to get a job done.

Motion by Gigous, second by Scholze to award comp time earned and tracked due to COVID-19 at the actual hours earned, but not to exceed an additional 40 hours maximum, as reported at the April meeting with the stipulation that additional comp time cannot be earned or banked until the total comp time bank falls below 40 hours. Motion passed without negative vote.

**3. Discussion of Creating a Finance Committee.** The whole intent of creating the Committee of the Whole was the fact that our Chief Financial Officer should be involved in discussions when it comes to monetary issues. Financial impacts need to be more thoroughly vetted on issues relating to city funds and expenditures. The County Board requires a financial impact attached to every Resolution. There needs to be more oversight into the financial area than in the recent past. City Attorney Precour recommended that some of the ways to memorialize this discussion is to create a policy of what is required when financial issues are brought forward. The policy can be amended when the new City



Administrator is hired. When the Committee of the Whole was created, several committees were lumped into one. We need to take a better look at what the Committee of the Whole function is and try to eliminate redundancy. A lot of the work should be done at the Committee of the Whole meeting with the Council making the formal decision. The CFO should be the one to advise whether or not projects or spending is feasible and speak to the financial end of it. The City Administrator should work with department heads to find the best routes to take to create projects and determine what is needed fiscally. The two positions need to work together. The Council controls the budget decisions in the end. City Attorney Precour would recommend having a meeting to further discuss this issue and bring this back to the June meeting.

**4. Request for Moratorium Regarding Tax Incremental Financing Applications and Approval of Resolution.** A comparison is being made and the policy and applications are being fine-tuned. This information should be available at the June meeting for additional discussion and action.

Motion by Yarrington, second by Kiefer to approve **Resolution No. 2020-05-12-14** Adopting a Temporary Moratorium Regarding Tax Incremental Financing Assistance Applications. Motion passed without negative vote.

**RESOLUTION NO. 2020-05-12-14**

**RESOLUTION ADOPTING A TEMPORARY MORATORIUM ON TIF ASSISTANCE APPLICATIONS**

**WHEREAS**, the City of Tomah utilizes TIF funding to promote rehabilitation and conservation within TID #8; and **WHEREAS**, the City of Tomah has decided to amend its TIF assistance policy for future applications; and **WHEREAS**, the City prefers that all new TIF assistance applications adhere to the amended TIF assistance policy. **NOW, THEREFORE, IT BE RESOLVED** that a moratorium is placed on all new TIF assistance applications until the new TIF assistance policy has been adopted by the City Council.

Dated this 12<sup>th</sup> day of May, 2020.

Michael Murray, Mayor

ATTEST:

JoAnn M. Cram, City Clerk

**5. Extension of Emergency Declaration.** It was determined that it would be beneficial to extend the Emergency Declaration.

Motion by Scholze, second by Gigous to extend the Declaration of Emergency to end on the State's Emergency Order end date or the June Council meeting, whichever comes first. Motion passes without negative vote.

**City Clerk.** City Clerk Cram provided updates on the Census, Board of Review, and the League of WI Municipalities 2020 Local Government 101 Training. The Clerk's office is also starting to work on the redistricting process with software and procedural training scheduled for June and July. The UW Green Bay classes will be done virtually this year and the Clerk's Conference in August has been cancelled. The educational District Meetings are also on hold at the present time. The Special District 7 Representative in Congress to replace Sean Duffy is being held today. The only City wards involved are 5B and 24 which are the Landfill Site and the Badger 5 field, both empty parcels owned by the City. We were not required to hold polling hours but were able to submit zero voter reports. Board of Review will be held June 4<sup>th</sup> from 8:30 a.m. to 10:30 a.m. and Open Book will be May 21<sup>st</sup> and City Hall will be open to the public that day to meet with the Assessor. Board of Review must also be an in-person meeting in the Council Chambers.

**Election Tally for the April 7, 2020 Presidential Preference and Spring Election.** Total votes cast were 1,888 which is 44% of registered voters. 1,258 citizens voted by absentee ballots compared to 134 in 2018. There were 69 registrations completed on Election Day. The turnout compared to 63% in 2016 when a similar election was held.

Motion by Scholze, second by Evans to accept the Election Tally for the April 7, 2020 Presidential Preference and Spring Election as presented. Motion passed without negative vote.

**Library Monthly Report.** Library Director Keller advised that 703 e-books were checked out. Curbside service has started. Director Keller is working on re-opening following the COVID guidelines.

**Tomah Public Housing & Community Development Block Grant Monthly Report.** Director Rachel Muehlenkamp provided a written monthly report.

**Senior & Disabled Services Report.** Senior & Disabled Services Coordinator Pam Buchda provided a monthly written report. The Senior Center remains closed with the exception of the Loan Closet and meal distribution through Monroe County. The Senior

Center will not be opening on May 26<sup>th</sup> due to guideline restrictions unless legislation changes regarding the phases of opening.

**Planning/Building Inspection Monthly Report.** Shane Rolff provided a written report. There is another 51 unit apartment complex being constructed off of Berry Avenue. Toro will begin the final phase of their development project on May 18<sup>th</sup>.

**Chamber/Convention & Visitor's Bureau Monthly Report.** Ex. Director Thompson advised that future events are in question during the COVID 19 re-opening guidelines. Income is based on hotel room stays. Recovery time for hotel stays are expected to take double the time it took to decline. Locations such as ours are rural hotels and these are expected to rebound much quicker based on historical data. They are planning on a small scavenger hunt which will take place on Friday. They are planning some sort of a July 4<sup>th</sup> parade. Retail opened today to a limited capacity.

**Request for Flexible Dates for Downtown Thursday Night Event Related Permits.** The Chamber is hoping to create a 12 week window that they can potentially hold the Downtown Thursday Night Events. The 12 week window would extend the weeks to September 24<sup>th</sup> adding potential dates of August 20 and 27 and Sept. 2, 10, 17 & 24. This would allow the dates to be moved depending on the COVID-19 restrictions this summer. Police Chief Nicholson has submitted the amended applications to the State for the highway closing.

Motion by Evans, second by Yarrington to create a 12 week window extending potential weeks from August 20<sup>th</sup> through September 24 in an effort to be flexible depending on COVID 19 restrictions as long as approved by the State for street closure. Motion passed without negative vote. (Cram abstained)

#### **Consent Agenda Items.**

Motion by Zabinski, second by Kiefer to approve the following Consent Agenda items. Motion passed without negative vote.

- A. **Minutes** of April 11, 2020 Special Council Meeting as presented.
- B. **Minutes** of April 14, 2020 Regular Council Meeting as presented.
- C. **Minutes** of April 28, 2020 Re-Organizational Meeting as presented.
- D. **Cash and Investment Reports** for April 2020.

**Resolution Temporarily Amending Regulatory Fees Regarding Alcohol Licensing for Class B and Class C Licenses.** Due to the state mandated restrictions of the COVID-19 Pandemic and the required shutdown of bars and restaurants who hold a Class B Beer and Class B Liquor License and restaurants that hold a Class C Wine License, it is requested that the fees be temporarily reduced for 2020 by 50%.

Motion by Zabinski, second by Scholze to approve **Resolution No. 2020-05-12-15** Temporarily Amending Regulatory Fees Regarding Alcohol Licensing for Class B and Class C licenses as specified for the 2020 renewal process. Motion passed without negative vote (Murray abstained).

#### **RESOLUTION NO. 2020-05-12-15 RESOLUTION TEMPORARILY AMENDING REGULATORY FEES REGARDING ALCOHOL LICENSING FOR CLASS B AND C LICENSES**

**WHEREAS**, due to the state mandated restrictions of the COVID-19 Pandemic and the required shutdown of bars and restaurants who hold a Class B Beer and Class B Liquor License and restaurants that hold a Class C Wine License, the Common Council of the City of Tomah has authorized a temporary reduction of license fees for renewals effective July 1, 2020, and

**WHEREAS**, in an effort to assist these establishments during these difficult times, the following fees will be effective for the 2020 renewals of licenses expiring June 30, 2020:

- Class B Liquor – reduce the renewal fee from \$500 to \$250 for the year 2020
- Class B Beer – reduce the renewal fee from \$100 to \$50 for the year 2020
- Class C Wine – reduce the renewal fee from \$100 to \$50 for the year 2020

and,

**WHEREAS**, all other licensing fees will remain the same, and

**NOW, THEREFORE BE IT FURTHER RESOLVED** that the City of Tomah Common Council does hereby authorize a temporary change in the 2020 Class B Liquor and Beer and Class C Wine licensing fees as designated above.

Dated this 12th day of May, 2020

Michael Murray, Mayor

ATTEST:

JoAnn M. Cram, City Clerk

#### **Renewal of "Class B" Liquor & Class "B" Fermented Malt Beverage Licenses for 2020 - 2021**

Motion by Kiefer, second by Cram to approve the "Class B" Liquor and Class "B" Fermented Malt Beverage Licenses in the City of Tomah as printed for the period of July 1, 2020 – June 30, 2020 unless sooner revoked and contingent on any or all unpaid tax obligations, assessments, or other fees owed to the City are paid and must be compliant with building,

plumbing, electrical, zoning, health or fire codes at the time the license is to be renewed. Motion passed without negative vote.

1. American Legion Post 201 – Todd Steffel, Agent at 800 Wisconsin Avenue
2. The Break Room Sports Bar & Grill, Chad Madson, Agent at 1123 Superior Avenue
3. The Carlton LLC – Samantha Davis, Agent at 309 Superior Avenue
4. The Chillzone – Corey Williams, Agent at 1119 Superior Avenue
5. Dimensions II, LLC – Patrick Murphy, Agent at 1110 Superior Avenue
6. Don Cinco De Mayo Cantina Inc. – Andres Valencia, Agent at 918 E Mc Coy Blvd.
7. Franny's – James Frandsen, Agent at 1115 Superior Avenue
8. Kelsey's LLC – David Berndt, Agent at 201 Superior Avenue
9. Murray's on Main – Michael Murray, Agent at 810 Superior Avenue
10. Perkins Family Restaurant/Mr. P's – Justin Johnson, Agent at 1015 E McCoy Blvd.
11. Taphouse Twenty (T & J Hospitality, LLC), Tyson Koput – Agent at 201 Helen Walton Dr., Ste 1
12. VINO Anjo, LLC – Joline Powell, Agent at 800 Superior Avenue

#### **Renewal of Class "A" Fermented Malt Beverage Licenses for 2020 – 2021**

Motion by Kiefer, second by Evans to approve the Class "A" Fermented Malt Beverage Licenses in the City of Tomah as printed for the period of July 1, 2020 to June 30, 2021 unless sooner revoked and contingent on any or all unpaid tax obligations, assessments, or other fees owed to the City are paid and must be compliant with building, plumbing, electrical, zoning, health or fire codes at the time the license is to be renewed. Motion passed without negative vote.

1. VINO Anjo LLC - Joline Powell, Agent at 800 Superior Avenue

#### **Renewal of "Class A" Liquor & Class "A" Fermented Malt Beverage Licenses for 2020 – 2021.**

Motion by Kiefer, second by Gigous to approve the "Class A" Liquor and Class "A" Fermented Malt Beverage Licenses in the City of Tomah as printed for the period of July 1, 2020 to June 30, 2021 unless sooner revoked and contingent on any or all unpaid tax obligations, assessments, or other fees owed to the City are paid and must be compliant with building, plumbing, electrical, zoning, health or fire codes at the time the license is to be renewed. Motion passed without negative vote.

1. Aldi Inc. (Store #52) – Troy Lenning, Agent – 1844 N Superior Avenue

**Extension of Substantial Completion of Toro Project to December 31, 2020.** The City of Tomah entered into a development agreement with the Toro Company in 2018 for a package of incentives related to the Company's Tomah facility expansion project. Toro is requesting an extension due to unavoidable delays and wants to allow the project to be extended until December 31, 2020 for substantial completion. The final phase of the project cannot be completed until the equipment can be fully installed. Toro expects that the final certificate of occupancy/substantial completion will likely be issued by the end of September 2020, however, they are requesting the extension to December 31<sup>st</sup>.

Motion by Gigous, second by Kiefer to direct the City Attorney to draft a resolution acknowledging that both the City and the Toro Company agree that there are unavoidable delays and it is agreed to delay substantial completion until Dec. 31, 2020 and the Mayor and City Clerk are authorized to sign the necessary documents. Motion passed without negative vote.

**Resolution Regarding Sale of Property.** Habitat for Humanity has agreed to purchase the lot described as Outlot 230 of the Assessor's Plat (West Juneau Street) of the City of Tomah, Monroe County, WI for the purchase price of \$15,000.

Motion by Gigous, second by Yarrington to approve **Resolution No. 2020-05-12-16** Regarding the Sale of Property as presented. Motion passed without negative vote.

#### **RESOLUTION NO. 2020-05-12-16**

##### **RESOLUTION OF CITY COUNCIL OF CITY OF TOMAH - SALE OF PROPERTY**

The City Council of the CITY OF TOMAH, a Municipal Corporation (the "City") approves the following actions:

RESOLVED: City is a valid and existing Municipal Corporation; and

RESOLVED: City approves the sale of property located at W. 428 West Juneau Street, Tomah, Wisconsin and legally described as Outlot 230 of the Assessor's Plat of the City of Tomah, Monroe County, Wisconsin, for the purchase price of \$15,000.00; and

RESOLVED: Mayor and the City Clerk of the City are authorized and directed for and on behalf of the City to execute and deliver any such instruments as may be required and to take such other action in the consummation of the transaction contemplated as the City Attorney shall deem to be necessary or desirable, and any and all acts previously taken by such City officers to such end are hereby expressly ratified and confirmed as the acts and deeds of the City.

Dated this 12th day of May, 2020.

CITY OF TOMAH: By: Michael Murray, Mayor By: JoAnn Cram, City Clerk

**Amendment to Chapter 8 Regarding Comp Time for Exempt Employees.** At the April 28<sup>th</sup> Council meeting, City Clerk Cram was directed to include language capping the accrual of comp time for exempt employees at 40 hours.

Motion by Evans, second by Kiefer to approve the amendment to Chapter 8 regarding comp time accrual for exempt employees to include the language capping the accrual at 40 hours effective April 14. Motion passed without negative vote.

**Ordinance Amending Chapter 44 Regarding All Terrain & Utility Terrain Vehicles (2<sup>nd</sup> Reading & Adoption)**

Motion by Evans, second by Gigous to waive the second verbatim reading of the Ordinance Amending Chapter 44, Section 44-179 Regarding ATV/UTV routes. Motion passed without negative vote.

Motion by Evans, second by Cram to adopt **Ordinance No. 2020-05-04-D** Amending Chapter 44, Section 44-179 regarding ATV/UTV routes in the City of Tomah. Motion passed without negative vote.

**ORDINANCE 2020-05-04-D**

**AN ORDINANCE AMENDING SECTION 44-179 OF THE MUNICIPAL CODE OF THE CITY OF TOMAH, MONROE COUNTY, WISCONSIN REGARDING ALL-TERRAIN AND UTILITY TERRAIN VEHICLES.**

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

**SECTION ONE:** That section 44-179 of the Municipal Code of the City of Tomah, Wisconsin be amended to read as follows:

**Chapter 44, Article VIII ALL-TERRAIN VEHICLES AND UTILITY TERRAIN VEHICLES**

**Sec. 44-179. - ATV/UTV routes.**

Except as otherwise specifically provided in Wisconsin Statutes Section 23.33, and subject to the conditions and limitations hereinafter set forth:

1. Under Wis. Stat. s. 23.33(8)(b)2, the City of Tomah designates all City-maintained roads, streets, alleys, and highways, including any city-maintained parking lots, except connecting highways, as all-terrain vehicle ("ATV") or utility terrain vehicle ("UTV") routes, except as otherwise posted; and
2. Under Wis. Stat. s. 23.33 (11)(am)4, the City of Tomah authorizes the operation of ATVs or UTVs on all state, connecting and county highways with a posted speed limit of 35 MPH or less within the territorial boundaries of the City of Tomah, except as otherwise posted.
3. The Tomah Police Department may temporarily close any ATV/UTV route whenever conditions require closure.

**SECTION TWO:** Any Ordinance, or parts thereof, inconsistent herewith is hereby repealed.

**SECTION THREE:** This Ordinance shall be published as required by law after passage by the Common Council. This ordinance shall be in full force and effect from and after its passage and publication as required by law and shall remain in effect unless amended or repealed by action of the Common Council of the City of Tomah.

Michael Murray, Mayor      ATTEST:      JoAnn Cram, City Clerk  
READ: 03/17/2020 & 5/12/2020      PASSED: 05/12/2020      PUBLISHED: 05/22/2020

**Renewal of Contract Agreement for Consulting, Assessing, and Appraisal Services.** The contract with Milde Appraisal Service is up for renewal. The proposed fee for 2021-2023 remains the same as the previous contract rates. Milde Appraisal is including an Interim Market Update in the tax year 2021 on all taxable property to bring all City property to full market value. For tax years 2022 and 2023, they would perform regular maintenance assessment cycles. They are not charging more for the market update year and we have been very happy with their services.

Motion by Cram, second by Yarrington to approve the 2021, 2022 and 2023 contract Agreement for Consulting Assessing and Appraisal Services with Milde Appraisal as presented. Motion passed without negative vote.

**Resolution Authorizing Payment of Monthly Bills.**

Motion by Cram, second by Evans to approve **Resolution No. 2020-05-12-17** authorizing payment of the monthly bills in the amount of \$1,619,745.39 as presented. Motion passed without negative vote.

**RESOLUTION NO. 2020-05-12-17  
AUTHORIZING PAYMENT OF MONTHLY BILLS**

BE IT RESOLVED by the Common Council of the City of Tomah that the Committee of the Whole has reviewed the monthly bills and recommends the City Council approve said bills as follows:

|                    |                |                    |                               |
|--------------------|----------------|--------------------|-------------------------------|
| 1. Pre-Paid Checks | \$1,202,180.69 | Check #'s          | 127290-127332 & 127369-127471 |
| 2. Payroll         | \$ 234,032.34  | Direct Deposit #'s | 60447-60677 (59943)           |
| 3. Wire Transfers  | \$ 33,983.74   |                    |                               |
| 4. Invoices        | \$ 149,548.62  | Check #'s          | 127572-127597                 |

Mike Murray, Mayor

ATTEST: JoAnn Cram, City Clerk

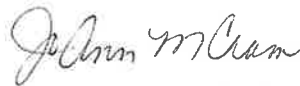
Motion by Kiefer, second by Gigous to adjourn. Motion passed with one negative vote.  
Meeting adjourned at 8:32 p.m.

Approved:



Michael Murray, Mayor

ATTEST:



JoAnn M. Cram, City Clerk  
Minutes to be approved on June 9, 2020

The COMMON COUNCIL of the City of Tomah met in **SPECIAL SESSION** May 18, 2020 at 6:00 p.m. with Mayor Mike Murray presiding in the Municipal Building, 819 Superior Avenue, Tomah WI via Go to Meeting at 571-317-3122 – Meeting ID: 344-891-253#.

Following the Pledge of Allegiance, roll call was taken with the following members present: Mike Murray, Travis Scholze, Lamont Kiefer, Donna Evans, Shawn Zabinski, Jeff Cram, Richard Yarrington, and Adam Gigous. Absent: Dean Peterson. Quorum present. Also present: City Attorney Penny Precour and City Clerk JoAnn Cram. Gregg Hagen did not videotape the meeting due to COVID-19 restrictions.

**Discussion and Act on Policy and Procedure Regarding COVID-19 for City of Tomah.**

Mayor Murray advised the total number of positive cases in 15. In the 61 days since inception of the order .0033% of the population has tested positive for the virus. The original purpose of the order was to flatten the curve of spread of the virus. Convenience stores and big box stores could be open as they were deemed essential. The virus can live on a plastic surface for up to 3 days and up to 5 days on glass and metal. The CDC has provided guidelines for reopening with the underlying theme of respect.

There are no restrictions at the current time and it was felt the market will dictate proceeding. The City needs to consider protecting our employees and try to be a model for the businesses in the City. Stay at Home doesn't mean we close all the businesses down, but we limit the number of contacts we have. Nursing Homes and Assisted Living Facilities are extremely vulnerable, and visitors need to be limited. Highly vulnerable populations should continue to remain safer at home and others should be allowed to make their own rules. Overall, Monroe County fared well. By not limiting our exposure, it will be very difficult to trace who you were in contact with. Hopefully the public will continue to follow safe practices when out in public. The Badger Bounce Back plan was developed by experts and would be a good thing to follow. What is reasonable and what is enforceable? Social distancing, hand sanitizers, the use of common sense. Big groups are a concern at this point. It was suggested that 30 days be a benchmark. The availability of public testing would also be paramount before we go wide open. Ideally, it would be good to have the numbers go down or stay the same, deaths would be important, and another metric would be to determine how many people are able to get tested. We need to measure to see if businesses are doing what they're supposed to be doing. We can limit the capacity number of various establishments. The Monroe County Health Department is not putting any restrictions on anything. The Monroe County Health Department does have authority to step in if a surge occurs and make rules if necessary. There is a Monroe County Toolbox that contains recommendations and guidelines. There is concern of doing due diligence to keep the citizens safe. Reasonableness must be tied to public health and safety. We can't limit travel, we can't close businesses and we would struggle to enforce rules put in place.

Do we want to follow the directive of Monroe County Health Dept. or do we want to create our own guidelines? Council input was requested: Don't feel we should put any more restrictions on but we should encourage the safer at home guidelines but let them choose what they want to do but strongly encourage them to practice at the WDC, Safer at Home guidelines, etc. As a City we can't make a ruling against the Monroe County Health Dept. and businesses should push the social distances, signage at the store re: washing hands, hand sanitizers, etc. Educate and remind businesses to follow the guidelines. A big group is of concern and perhaps wait 30 days on groups over 25 to 50. Follow guidelines that Monroe County Health Dept. has put forth and continue communication with the public going forward. In favor of opening pretty much everything – don't have a problem with large groups if attendance is somewhat traceable. Would like to see reduced capacity for dine in for bars and restaurants at perhaps 50% for the first 2 weeks. Allow businesses to open as long as they follow guidelines and practice social distancing and put limits on large groups of people. Things are open and it was felt that it is too early to allow for large groups – wait a couple more weeks to see what happens.

Motion by Scholze second by Yarrington to follow Monroe County Health Dept.'s direction not to put restrictions in place and let businesses operate as best they see fit but highly recommend that they follow the Monroe County Health Dept.'s guidelines to prevent the spread of Covid-19. (COVID-19) Tool Kit found at [healthymonroecow.org/covidtoolkit](http://healthymonroecow.org/covidtoolkit). Motion passed with one negative vote (Gigous).

Joe Protz, Director of Parks & Recreation Department advised that CDC has guidelines for private gatherings in various sizes. Buildings will be cleaned prior to rentals and cleaning items will be provided for renters use. It was requested that renters maintain a guest list for tracing purposes. If the renter wants to cancel, the fee is non-refundable after June 1st. Playgrounds, basketball courts, etc. – these will be open without caution tape. It's the public's responsibility to decide if they want to use. Tables in open shelters will be sanitized but it is difficult to sanitize the playground equipment. Public restrooms will be opening when properly staffed with hand sanitizer, hand soap, etc. However, if the public misuses the facilities, the public restrooms will

be closed so the public needs to assist in maintaining the facilities. Recreation programs - would like to wait 2 weeks and gather more information regarding youth baseball, adult softball, parent run organizations, etc. and see if there are more guidelines at that time. Possibly begin programs the week of June 10<sup>th</sup> through the 17<sup>th</sup> and run a shorter program. If no changes in the next few weeks, allow the user groups to start using ballfields but they would need to provide their game plan. Aquatic Center – we will continue to prep for opening, adjust the schedule to allow more different times (family swim time), close, disinfect, reopen for an open swim, close, disinfect and possibly have swim lessons in the evening. Opening would be postponed to the week of June 9<sup>th</sup> or 10<sup>th</sup> and during the week to have more park staff available during the day to check in and provide additional training for staff. Recreation Park is closed until construction is done. The first booking still active is for July 3<sup>rd</sup> and the July 4<sup>th</sup> fireworks. Discuss at the June 1<sup>st</sup> Parks and Recreation meeting.

Public Works and Utilities are going to continue social distancing when working. Garbage and recycling will remain status quo. Recycling hours have been expanded. When the lobby re-opens, the plexiglass would stay in for a while.

Chief Nicholson, Police Dept. – operationally no plans for short term decisions. Would like to keep the lobby closed and perform essential services as they have been doing.

Irma Keller, Public Library Director will be meeting with library board members to talk about functions going forward. La Crosse is planning on opening May 26<sup>th</sup> with many restrictions in place. Curbside service will continue. People will be able to use the computers by appointment. Additional discussion will be held. The curbside service is increasingly popular. It is unknown at this time when the Library will open but they are not looking at June 1<sup>st</sup>. Some computer accessibility will be provided by appointment. The Library Board will decide when to open.

Sr. Center – possibly opening the Sr. Center in the beginning part of June. They are waiting on a directive on the meal site on how that will be handled.

Director Dunford – Tomah Ambulance Service – staff will continue to wear PPE on all calls and protect themselves. No other change in business.

Ex. Dir. Muehlenkamp advised the Housing office will continue to follow the guidelines they have set up to limit the exposure. The office hours would follow whatever the city does with the main office.

Building Insp. Rolff feels it would be sufficient to allow for in-person traffic at this time and would accommodate.

Opening of city offices will occur on June 1<sup>st</sup> and we will open meetings back up to the public with social distancing guidelines encouraged. We would allow Hagen Sports Network to start televising the Committee of the Whole and Common Council meetings again. Continue down the teleconference, livestream path and incorporate where Greg would go differently and it would allow more participation and also allow people that don't want to come in person to be active utilizing the technology. Department heads should also be invited back in person to the meetings. The Police Dept. will stay on top of the testing being done and the positive tests in the weeks to come. Municipal Court has been occurring every week.

Motion by Gigous, second by Zabinski that the Council is in agreement with all city offices opening on June 1<sup>st</sup> with the exception of the Police Dept. lobby and approve the requests as presented by the various department heads. Motion passed without negative vote.

Motion by Yarrington, second by Evans to adjourn. Motion passed without negative vote.  
Meeting adjourned at 7:54 p.m.

Approved:

Michael Murray, Mayor

ATTEST:

JoAnn M. Cram, City Clerk  
Minutes to be approved on June 9, 2020

# **STAFF COMMITTEE PREPARATION REPORT**

## **Agenda Item:**

Bartender Licenses – 2 Year Renewal

## **Summary and Background Information:**

(Appropriate Documentation Attached)

See attached list of Beverage Operator's (Bartender) License Applications.

**All Bartender Licenses are for the period *July 1, 2020 - June 30, 2021***

## **Fiscal Note:**

The City receives \$50.00 for each license and pays the State of Wisconsin a \$7.00 investigation fee for each application. The revenue generated to the City of Tomah by issuance of these licenses is \$6950.00.

## **Recommendation:**

The applications and the results of the Police Dept. record checks have been reviewed.

Respectfully submitted by:

Berta A. Downs

Committee:                Committee of the Whole & Common Council

Meeting Date:            June 8 & 9, 2020

### 2020 -2022 Beverage Operator's (Bartender) License Listing

| License #: | Name:                    | Employer:                        |
|------------|--------------------------|----------------------------------|
| 001        | ABBEN, ETHAN J.          | HAMPTON INN                      |
| 002        | ADDISON, TIFFANI K.      | KWIK TRIP #796                   |
| 003        | ALLEN, JASON D.          | STRIKE ZONE                      |
| 004        | ALLER, SHIRLEY R.        | THE CROW BAR                     |
| 005        | ARNOLD, LOGAN J.         | CASEY'S GENERAL STORE            |
| 006        | BENOIT, HAROLD J. JR     | HWY 21 SHELL                     |
| 007        | BETTHAUSER, BARBARA J.   | PIZZA HUT                        |
| 008        | BLASHAKI, JACOB K,       | MOLTER'S FRESH MARKET            |
| 009        | BOGLE, REBECCA D.        | FRANNYS/KELSEYS                  |
| 010        | BOOKS, JORDAN J.W.       | KWIK TRIP #718                   |
| 011        | BORCHERDT, REMI          | CASEYS SPIRIT SHOP               |
| 012        | BOS, TAYLOR W.           | THE BANK BAR                     |
| 013        | BRADLEY, MARGARET M.     | THE BREAKROOM SPORTS BAR & GRILL |
| 014        | BROWN, CATHERINE E.      | PIZZA HUT                        |
| 015        | BROWN, RAMONA M.         | CASEY'S GENERAL STORE            |
| 016        | BRUSH, VICTORIA J.       | FRANNY'S BAR                     |
| 017        | BUNGERT, CASSEY M.       | KWIK TRIP #769                   |
| 018        | BURKHALTER, HEATHER D.   | THE CARLTON LLC                  |
| 019        | BURTON, PATRICIA L.      | PIZZA HUT                        |
| 020        | CANTU, SEPRIANO L.       | TOMAH MINI MART                  |
| 021        | COBB, JADE K.            | KWIK TRIP #484                   |
| 022        | CONANT, TRENDIA M.       | KWIK TRIP #718                   |
| 023        | DECHANT, DAVID P.        | KNIGHTS OF COLUMBUS              |
| 024        | DERHAMMER, ALEXANDRIA L. | KWIK TRIP #796                   |
| 025        | DERHAMMER, JUSTIN M.     | KWIK TRIP 484                    |
| 026        | DIETZMAN, CHERYL J.      | MOLTER'S FRESH MARKET            |
| 027        | DOYLE, GINA M            | THE CARLTON LLC                  |
| 028        | DRISKILL, NEIL W.        | THE BREAKROOM SPORTS BAR & GRILL |
| 029        | DUNN, JENNIFER L.        | KWIK TRIP #718                   |
| 030        | EVANS, CORINNA L.        | KWIK TRIP #718                   |
| 031        | EVANS, GREGORY L.        | FRANNY'S BAR                     |
| 032        | FINNIGAN, CHELSEA M.     | TOMAH MINI MART                  |
| 033        | FUSHIANES, JHERI M.      | KWIK TRIP #718                   |
| 034        | GARVEY, JENNIFER E.      | FRANNYS                          |
| 035        | GEBHARDT, JULIE A.       | KWIK TRIP #718                   |
| 036        | GILMER, TIFFANY L.       | MURRAY'S ON MAIN                 |
| 037        | GOLDBECK, DAVID M.       | AMERICAN LEGION POST 201         |
| 038        | GOLDBECK, LORI A.        | TOMAH VAMC                       |
| 039        | GONZALEZ-LOZA, JUAN E.   | CANCUN BAY LTD                   |
| 040        | GREENO, SETH             | THE BREAKROOM SPORTS BAR & GRILL |
| 041        | GRIFFIN, MARGARET A.     | TOMAH MINI MART                  |
| 042        | GULDENAAR, REBECCA L.    | MURRAY'S ON MAIN                 |
| 043        | HAAS, MARY J.            | HWY 21 BP                        |
| 044        | HANDY, APRIL S.          | SMOKE'S ELBOW ROOM BAR           |
| 045        | HANSEN, CYNTHIA J.       | KWIK TRIP #796                   |
| 046        | HANSEN, JACOB S.         | NATURAL CONNECTION               |
| 047        | HARALSON, SARAH J.       | CASEY'S GENERAL STORE            |



|     |                             |                                  |
|-----|-----------------------------|----------------------------------|
| 048 | HARP, STEPHANIE M.          | KWIK TRIP #484                   |
| 049 | HAWVER, NANCY A.            | CASEY'S GENERAL STORE            |
| 050 | HEMMERSBACH, TOSHA M.       | KWIK TRIP #718                   |
| 051 | HERNANDEZ, DAMIAN M.        | CASEY'S GENERAL STORE            |
| 052 | HERNANDEZ, TARAYN M.        | TOMAH MINI MART                  |
| 053 | HOLLOWAY, LAURA M.          | HAMPTON INN                      |
| 054 | HOLT, AMBER K.              | KWIK TRIP #484                   |
| 055 | HURD, SCOTT W.              | AMERICAN LEGION POST 201         |
| 056 | JEFFERIES, JEAN M.          | KWIK TRIP #718                   |
| 057 | JENKINS, DIANA D.           | KWIK TRIP #718                   |
| 058 | JOHNSON, JUSTINA L.         | ALDI                             |
| 059 | JORGENSEN, SUMER M.         | THE BANK BAR                     |
| 060 | JULSON, EVE D.              | PIZZA HUT                        |
| 061 | KALLAND, PAMELA J           | MOLTER'S FRESH MARKET            |
| 062 | KELLER-KOLF, CHRISTOPHER J. | STRIKE ZONE                      |
| 063 | KELLY, STEPHANIE S.         | THE BREAKROOM SPORTS BAR & GRILL |
| 064 | KERSHAW, RUSSELL J.         | VINO ANJO                        |
| 065 | KINGSBERRY, DARRIUS R.      | THE BANK BAR                     |
| 066 | KONSITZKE, KAYLIE M.        | STRIKE ZONE                      |
| 067 | KUECKER, JODI M.            | KWIK TRIP #484                   |
| 068 | LANDOWSKI, LAURIE L.        | MURRAY'S ON MAIN                 |
| 069 | LIBKE, DANIEL J.            | CASEYS SPIRIT SHOP               |
| 070 | LOEW, ZACHARY T.            | KWIK TRIP #718                   |
| 071 | LYNCH, LINDA K.             | AMERICAN LEGION POST 201         |
| 072 | MADDEN, PATRICK E.          | THE CARLTON LLC                  |
| 073 | MASHAK, THOMAS O.           | KWIK TRIP #718                   |
| 074 | MAUS, HALEY E.              | VINO ANJO                        |
| 075 | MCDONALD, DEANNA D.         | ALDI                             |
| 076 | MCDONALD, SANDRA J.         | KWIK TRIP #718                   |
| 077 | MCKICHAN, RAQUEL A.M.       | KWIK TRIP #718                   |
| 078 | MICHELI, LEAH L.            | MOLTER'S FRESH MARKET            |
| 079 | MILLER, BENJAMIN R.         | KWIK TRIP #484                   |
| 080 | MILLER, BOBBY J.            | ALDI                             |
| 081 | MORROW, CHRISTINE M.        | SMOKE'S ELBOW ROOM BAR           |
| 082 | MUNDINGER, BARBARA K.       | AREA COMMUNITY THEATRE           |
| 083 | MURRAY, RICKY L.            | MURRAY'S ON MAIN                 |
| 084 | MYERS, CHRISTOPHER M.       | THE BREAKROOM SPORTS BAR & GRILL |
| 085 | NICHOLSON, JANICE A.        | T & J HOSPITALITY                |
| 086 | NOGGLE, TONYA M.            | KWIK TRIP #718                   |
| 087 | OSWALD, JOSEPH M.           | MOLTER'S FRESH MARKET            |
| 088 | PATEL, HARSHAL D.           | HWY 12 & 16 BP                   |
| 089 | PATEL, JASMINA H.           | HWY 12 & 16 BP                   |
| 090 | PAYNE, NATALIE M.           | THE CHILLZONE                    |
| 091 | PEARSON, MACKENZI R.        | MURRAY'S ON MAIN                 |
| 092 | PETERSON, ELLENA G.         | VINO ANJO                        |
| 093 | PETH, ASHLEY M.             | CASEYS SPIRIT SHOP               |
| 094 | PETH, REBECCA M.            | CASEYS SPIRIT SHOP               |
| 095 | PETSKA, LYNDA L.            | KWIK TRIP #718                   |
| 096 | PFAFF, RICHARD R.           | KWIK TRIP #484                   |

|     |                                |                                       |
|-----|--------------------------------|---------------------------------------|
| 097 | PFEIFER, VERONICA A.           | KEEPING LICENSE ACTIVE, NO EMPLOYMENT |
| 098 | PIERCE, KRISTI L.              | HAMPTON INN                           |
| 099 | PRESCOTT-KINGFISHER, BRENDA S. | KWIK TRIP #484                        |
| 100 | PRESTWICH, DIANA L.            | CASEYS SPIRIT SHOP                    |
| 101 | PRESTWOOD, JAMES A.            | KWIK TRIP #796                        |
| 102 | PRIELIPP, KRISTY R.            | KWIK TRIP #718                        |
| 103 | RASCH, CARRIE A.               | MURRAY'S ON MAIN                      |
| 104 | RAWLS, KENDALL M.              | KWIK TRIP #718                        |
| 105 | REYNOLDS, TRACY L.             | MOLTER'S FRESH MARKET                 |
| 106 | RHEA, CONNIE A.                | THE BREAKROOM SPORTS BAR & GRILL      |
| 107 | RHEA, DANIELLE K.              | KWIK TRIP #718                        |
| 108 | RITTER, AMY R.                 | VINO ANJO                             |
| 109 | RODRIQUEZ, CAITLIN E.          | KWIK TRIP #718                        |
| 110 | ROSCOVIOUS, TIA K.             | HAMPTON INN                           |
| 111 | RULAND, LAURA J.               | SMOKE'S ELBOW ROOM BAR                |
| 112 | SALAMONSKI, MARINA A.          | KWIK TRIP #796                        |
| 113 | SCHMITZ, DANITA A.             | KWIK TRIP #718                        |
| 114 | SCHREIER, DEVYN M.             | TAPHOUSE TWENTY                       |
| 115 | SCHROEDER, LISA K.             | KWIK TRIP #718                        |
| 116 | SCHUMANN, AMANDA M.            | KWIK TRIP #484                        |
| 117 | SCOTT, SHELBY R.               | THE CROW BAR                          |
| 118 | SHUTTER, ROBERT B.             | AREA COMMUNITY THEATRE                |
| 119 | SIBER, JAMES F.                | KNIGHTS OF COLUMBUS                   |
| 120 | SIMON, CODY M.                 | TAPHOUSE TWENTY                       |
| 121 | SISBARRO, KAYA R.              | THE BANK BAR                          |
| 122 | SKOWRONSKI, ABBY L.            | MURRAY'S ON MAIN                      |
| 123 | SMOTHERS, MELISSA A.           | KWIK TRIP #796                        |
| 124 | STERTMAN, TYLER J.             | MURRAY'S ON MAIN                      |
| 125 | SULLIVAN, LISA M.              | KWIK TRIP #718                        |
| 126 | TAYLOR, DARI EA.               | KWIK TRIP #718                        |
| 127 | THOMAS, BROCK J.               | KWIK TRIP #796                        |
| 128 | TRALMER, SHERI A.              | TAPHOUSE TWENTY                       |
| 129 | VANDERMEULEN, LYDIA A.         | KWIK TRIP #484                        |
| 130 | VENDER, LISA S.                | THE STRIKEZONE                        |
| 131 | VONHADEN, MEGAN M.             | TAPHOUSE TWENTY                       |
| 132 | VOSS, AMANDA M                 | MOLTER'S FRESH MARKET                 |
| 133 | WATKINS, WANDA M.              | HWY 21 SHELL & HWY 21 BP              |
| 134 | WILCOX, BOYCE E.               | MURRAY'S ON MAIN                      |
| 135 | WILCOX, HEATHER F.             | MURRAY'S ON MAIN                      |
| 136 | WILLEMS, MICHELLE M.           | FRANNY'S BAR                          |
| 137 | WILLHITE, PHILLIP A.           | THE BANK BAR                          |
| 138 | WILLIAMS, REBECCA L.           | HWY 12 & 16 BP                        |
| 139 | WISDORF, MOLLIE J.             | TAPHOUSE TWENTY                       |

# **STAFF COMMITTEE PREPARATION REPORT**

## **Agenda Item:**

Renewal of "Class A" Liquor & Class "A" Fermented Malt Beverage Licenses

Renewal of Class "A" Fermented Malt Beverage Licenses

Renewal of "Class A" Liquor Beverage Licenses

Renewal of "Class B" Liquor & Class "B" Fermented Malt Beverage Licenses

Renewal of Class "B" Fermented Malt Beverage Licenses

Renewal of "Class C" Wine Beverage Licenses

## **Summary and Background Information:**

(Appropriate Documentation Attached)

See attached list of Alcohol License Applications. All licenses are for the period July 1, 2020 to June 30, 2021.

## **Fiscal Note:**

Total revenue generated to the City of Tomah by the issuance of these licenses is \$8,300.00.

## **Recommendation:**

License applications have been completed by the applicants and have been given to the Police Department for review. Please note, inspections for the businesses have been postponed at this time due to COVID-19.

Respectfully submitted by:

Berta A. Downs

Committee: Committee of the Whole & Common Council

Meeting Date: June 8 & 9, 2020

**CITY OF TOMAH**  
**2020 – 2021 LIQUOR LICENSES**  
**EFFECTIVE: 7/1/2020 – 6/30/2021**

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

1. Hwy 21 BP (Wittig Inc.): Rupesh Patel, Agent at 311 Wittig Rd
2. Hwy 21 Shell (907 McCoy Inc.): Rupesh Patel, Agent at 907 E McCoy Blvd
3. Kwik Trip, Inc. (#484): Britney Hall, Agent at 124 W McCoy Blvd
4. Kwik Trip, Inc. (#718): Danita Schmitz, Agent at 1504 Superior Avenue
5. Kwik Trip, Inc. (#796): Jamie Prestwood, Agent at 310 E McCoy Blvd
6. Molter's Fresh Market (Molter Family Markets, LLC): Mark Molter, Agent at 701 E. Clifton St
7. Tomah Quick Stop & Spirit Shop, LLC: Casey Purdy, Agent at 201 W. Veterans St.
8. Wal-Mart Stores East, LP #965: David Schoeberl, Agent at 222 W McCoy Blvd

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

1. Casey's General Store #1933 (Casey's Marketing Comp.): Heidi Marcyes, Agent at 313 N. Superior Ave
2. Tomah Mini Mart (Gador, Inc.): Donovan Riedesel, Agent at 215 W Clifton St

**The following have applied for "Class A" Liquor Licenses in the City of Tomah:**

1. Vino Anjo, LLC: Joline Powell, Agent at 800 Superior Ave

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

1. The Bank Bar (M&M Vending Amusements, LLC): Jay Larsen, Agent at 1015 Superior Ave
2. Cancun Bay LTD: Juan Gonzalez-Loza, Agent at 1422 Superior Ave (**RESERVE LICENSE**)
3. Cran-Beary Pub (T & J Hospitality, LLC): Tyson Koput, Agent at 319 Wittig Rd
4. The Crow Bar, LLC: Troy Gilson, Agent at 1206 Superior Ave
5. Econolodge (Swami Hospitality Inc.): Dilipkumar Patel, Agent at 2005 N Superior Ave
6. Il Zones, LLC (Strike Zone & Pizones): Bruce Gilson at 208 & 210 Superior Ave
7. Smoke's Elbow Room Bar: Kenneth Pierce, Owner at 114 W Benton St

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

1. Area Community Theatre Inc: Robert Shutter, Agent at 907 Kilbourn Ave
2. China Buffet (Zheng's 1688, Inc): Nan Zheng, Agent at 115 W McCoy Blvd

3. Hampton Inn (Stump Hospitality LLC): Ruth Stump, Agent at 219 Buan St
4. Knights of Columbus of Tomah WIS Inc.: Dave Dechant, Agent at 202 E Juneau St
5. Peking Chinese Restaurant (ZM Peking Chinese Restaurant LLC): Jiaona Ng, Agent at 1013 Superior Ave
6. Pizza Hut (Northfield Restaurant Corporation): James Gerlach, Agent at 1821 N Superior Ave
7. Tomah American Legion Post 201 Baseball Inc.: Todd Steffel, Agent at 400 N. Glendale Ave
8. Mandys Cafe and Deli, LLC: Mandy Bacholl, Agent at 201 Helen Walton Dr, Ste 5

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

1. China Buffet (Zheng’s 1688, Inc): Nan Zheng, Agent at 115 W McCoy Blvd
2. Mandys Cafe and Deli, LLC: Mandy Bacholl, Agent at 201 Helen Walton Dr, Ste 5
3. Natural Connection: Paula Caucutt, Owner at 1012 Superior Ave
4. Peking Chinese Restaurant (ZM Peking Chinese Restaurant LLC): Jiaona Ng, Agent at 1013 Superior Ave

***Publish – In Line Single Column Legal Notice – In Thursday’s paper 6/4/2020.  
Please charge City Clerk – City of Tomah. Thank you!***

# STAFF COMMITTEE PREPARATION REPORT

## Agenda Item:

Indoor Cabaret License  
Indoor/Outdoor Cabaret License

## Summary and Background Information:

(Appropriate Documentation Attached)

### Indoor Cabaret License July 1, 2020 through June 30, 2021

1. American Legion Post 201 (Elmer W Grassman Post 201 of the American Legion) at 800 Wisconsin Ave
2. The Carlton, LLC at 309 Superior Ave
3. The Chillzone (Corey Williams) at 1119 Superior Ave
4. Cran-Beary Pub & Wetlands Catering (T & J Hospitality, LLC) at 319 Wittig Road
5. Dimension's II LLC at 110 Superior Ave
6. Franny's (James Frandsen) at 1115 Superior Ave
7. Kelsey's LLC at 201 Superior Ave
8. Knights of Columbus of Tomah WIS Inc. at 202 E Juneau St
9. Smoke's Elbow Room Bar (Kenneth Pierce) at 114 W Benton St
10. Vino Anjo, LLC at 800 Superior Ave

### Indoor/Outdoor Cabaret License July 1, 2020 through June 30, 2021

1. The Bank Bar (M&M Vending Amusements, LLC) at 1015 Superior Ave
2. The Breakroom Sports Bar and Grill (Tomchadah Inc) at 1121 & 1123 Superior Ave
3. Murray's on Main (JVM Investments, LLC) at 810 Superior Ave

## Fiscal Note:

The City receives \$55.00 per Indoor Cabaret License and \$85.00 per Indoor/Outdoor Cabaret License. The revenue generated to the City of Tomah by issuance of these licenses is \$805.00.

## Recommendation:

The necessary applications have been completed.

Respectfully submitted by:

Berta A. Downs

Committee: Committee of the Whole & Common Council

Meeting Date: June 8<sup>th</sup> & 9<sup>th</sup>, 2020

**BUDGET TRANSFER REQUEST FORM LEVEL 2**  
**\$2,500-\$9,999**

**BUDGET TRANSFER DESCRIPTION:** Budget amendment to increase the Fire Department Equipment Outlay Account in Grants and Donations for the purchase of a 4 gas meter system. This is from money received from the Hunters Night Out Fund.

Revenue Budget Line(s) Amended:

| Account Name    | Account # | Original Budget | Budget Adjustment | Final Budget |
|-----------------|-----------|-----------------|-------------------|--------------|
| Donation Income | 05-48500  | \$0.00          | \$6,471.87        | \$6,471.87   |
|                 |           |                 |                   |              |
|                 |           |                 |                   |              |

Expenditure Budget Line(s) Amended:

| Account Name                     | Account #     | Original Budget | Budget Adjustment | Final Budget |
|----------------------------------|---------------|-----------------|-------------------|--------------|
| Fire Department Outlay Equipment | 05-57220-8300 | \$0.00          | \$6,471.87        | \$6,471.87   |
|                                  |               |                 |                   |              |
|                                  |               |                 |                   |              |

**FISCAL NOTE:**

The purchase is being made with a donation from the Hunters Night Out Fund and does not impact the general fund budget.

**SUBMITTED BY:** Tim Adler

**DATE:** 5/28/2020

**PROCESSED BY:** Julia Mann **TREASURER**

**DATE:** 5/28/2020

**APPROVAL:** [Signature] **Mayor**

**DATE:** 5/28/2020







PROTECTING AMERICA'S HEROES  
350 Austin Circle  
Delafield WI, 53018-2171  
Ph: (262) 646-5911 Fx: (262) 646-5912

## Invoice

Invoice Number : 195364-1  
Customer# : 1663  
Invoice Date : 04/06/2020  
Due Date : 04/16/2020  
Order Date : 03/04/2020  
Ordered By : T. ADLER  
Entered By : SARAH ENSWEILER  
Salesperson : JEREMIAH PIENOK  
Terms : NET 10  
Ship Via : UNITED PARCEL SERVICE  
Ship Acct# :  
Job/Rel# :  
Customer PO : MSA GX2

Bill to: TOMAH FIRE DEPT  
819 SUPERIOR AVE  
TOMAH, WI 54660-2046

Phone: (608) 374-7465 Fax: (608) 374-7424

Ship to: TOMAH FIRE DEPT STA  
819 SUPERIOR AVE  
TOMAH, WI 54660-2046

Phone: (608) 374-7465 Fax: (608) 374-7424

| Customer/Order Instructions   |       |      |     |     |              |   |          |           |
|---|-------|------|-----|-----|--------------|---|----------|-----------|
| THANK YOU FOR CHOOSING 5 ALARM FIRE AND SAFETY.<br>* BRING TO DELAFIELD FOR SCOTT WEBER TO SET UP * |       |      |     |     |              |   |          |           |
| Line  | Order | Ship | B/O | U/M | Item #       | Description   | Price    | Extension |
| 0007  | 1     | 1    | 0   | EA  | 10128641     | MSA GALAXY GX2 FOR ALTAIR 4X<br>4 VALVE, NO CHARGING<br>TEST STAND ONLY                               | 2,520.00 | 2520.00   |
| Item Notes  |       |      |     |     |              |   |          |           |
| SN#03200447   |       |      |     |     |              |   |          |           |
| 0002  | 1     | 1    | 0   | EA  | 10105756     | MSA GX2 SMART CYLINDER HOLDER   | 1,135.00 | 1135.00   |
| Item Notes  |       |      |     |     |              |   |          |           |
| SN#03200417   |       |      |     |     |              |   |          |           |
| 0003  | 1     | 1    | 0   | EA  | 10127422     | MSA GX2 CHARGER FOR ALTAIR 4X   | 368.33   | 368.33    |
| Item Notes  |       |      |     |     |              |   |          |           |
| SN#03200346   |       |      |     |     |              |   |          |           |
| 0008  | 2     | 2    | 0   | EA  | 10178558-B08 | MSA ALTAIR 4XR GAS DETECTOR<br>(LEL, O2, H2S & CO)<br>GLOW IN THE DARK CASE                           | 1,075.00 | 2150.00   |
| Item Notes  |       |      |     |     |              |   |          |           |
| SN#00135180   |       |      |     |     |              |   |          |           |
| SN#00135193   |       |      |     |     |              |   |          |           |
| 0005  | 1     | 1    | 0   | EA  | 58ES-428-20  | GASCO ECOSMART 58L CAL GAS<br>1.45% CH4, 15% O2<br>60PPM CO, 20PPM H2S<br>HAZMAT SHIPPING FEE APPLIES | 215.00   | 215.00    |

Continued on next page....

Credit Card payments will incur a convenience fee of 3% of the transaction amount on transactions exceeding \$5000.

### 5 Alarm Return Policy

Returns are accepted within 30 days of purchase date on stock items in original, re-sellable packaging. Please call our customer service department at 800-615-6789 for a Return Authorization Number. A copy of the authorization should accompany the return.

Returns will not be accepted without a Return Authorization Number.

Returns are subject to 25% restocking fee which may be waived for exchanges.

Purchaser is responsible for freight. Unfortunately all special order, custom items and SCBA cylinders are non-returnable. Other restrictions may apply. Any eligible return will be credited only after a full inspection of the product is completed. 5 Alarm reserves the right to refuse returns not received in the 30 day return period.



PROTECTING AMERICA'S HEROES  
350 Austin Circle  
Delafield WI, 53018-2171  
Ph: (262) 646-5911 Fx: (262) 646-5912

# Invoice

Invoice Number : 195364-1

Customer# : 1663

Invoice Date : 04/06/2020

Due Date : 04/16/2020

Order Date : 03/04/2020

| Line | Order | Ship | B/O | U/M | Item #               | Description        | Price  | Extension |
|------|-------|------|-----|-----|----------------------|--------------------|--------|-----------|
|      |       |      |     |     | Package Information: | Tracking #         | Weight |           |
|      |       |      |     |     |                      | 17E539130345545955 | 38.00  |           |

SubTotal 6,388.33

SHIPPING & HANDLING 83.54

Total 6,471.87

Credit Card payments will incur a convenience fee of 3% of the transaction amount on transactions exceeding \$5000.

## 5 Alarm Return Policy

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Purchaser is responsible for freight. Unfortunately all special order, custom items and SCBA cylinders are non-returnable. Other restrictions may apply. Any eligible return will be credited only after a full inspection of the product is completed. 5 Alarm reserves the right to refuse returns not received in the 30 day return period.

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

**BUDGET TRANSFER DESCRIPTION:** This budget amendment is to transfer funds from the Contingency account to Other Public Safety Operations for the Northside Fire Station Siren Site. The siren is in need of repairs so it will continue to work.

Revenue Budget Line(s) Amended:

| Account Name | Account # | Original Budget | Budget Adjustment | Final Budget |
|--------------|-----------|-----------------|-------------------|--------------|
| N/A          |           |                 |                   |              |
|              |           |                 |                   |              |
|              |           |                 |                   |              |

Expenditure Budget Line(s) Amended:

| Account Name                         | Account #     | Original Budget | Budget Adjustment | Final Budget |
|--------------------------------------|---------------|-----------------|-------------------|--------------|
| Other Public Safety Service Contract | 01-52900-2900 | \$2,450.00      | \$1,500.00        | \$3,950.00   |
| Reserved for Contingencies           | 01-59200-2270 | \$30,000.00     | -\$1,500.00       | \$28,500.00  |
|                                      |               |                 |                   |              |

## Fiscal Impact:

This is the first adjustment to the contingency account in 2020. There is a balance of \$28,500 left in the account. It is important to have our siren working.

**SUBMITTED BY:** Mark Nicholson/Tim Adler

**DATE:** 6/2/2020

**APPROVED:** Julia Mann **TREASURER**

**APPROVED:** [Signature] **MAYOR**

**Committee of the Whole:** 6/8/2020

**Council Meeting:** 6/9/2020



## Emergency Communication Systems

*Safety First*

W971 County Road CE  
Kaukauna, WI 54130  
920-585-4001

## Estimate

| Date      | Estimate # |
|-----------|------------|
| 5/12/2020 | 5329       |



| Name / Address  |
|---|
| Tomah Police Department<br>805 Superior Ave.<br>Tomah, WI 54660 |

| Description   | Qty | Rate     | Total    |
|---|-----|----------|----------|
| North Firestation Site<br>-Siren feed needs to be repiped and wired.<br>-Cut and remove a 1' section of concrete to install conduit underground (properly). | 1   | 1,495.00 | 1,495.00 |
| Fairgrounds<br>-Install panel seal as the top of the panel is currently open<br>-Install blank breaker covers to seal op openings                           | 1   | 225.00   | 225.00   |

|              |            |
|--------------|------------|
| <b>Total</b> | \$1,720.00 |
|--------------|------------|

| Phone #      |
|--------------|
| 920-585-4001 |

| E-mail                 |
|------------------------|
| Bill@Siren-Service.com |

| Web Site   |
|--|
| <a href="http://www.EmergencyCommunicationSystems-FCS.com">www.EmergencyCommunicationSystems-FCS.com</a> |

## BUDGET TRANSFER REQUEST FORM LEVEL 2

### \$2,500-\$9,999

**BUDGET TRANSFER DESCRIPTION:** Budget amendment to increase the Senior & Disabled Outlay budget by \$3,350.00 to build a small shed for equipment that cannot be stored in the building. A custom shed needs to be built to fit in the area under the stairs at the back entrance of the Center.

Revenue Budget Line(s) Amended:

| Account Name         | Account # | Original Budget | Budget Adjustment | Final Budget |
|----------------------|-----------|-----------------|-------------------|--------------|
| Fund Balance Applied | 12-49300  | \$19,383.00     | \$3,350.00        | \$22,733.00  |
|                      |           |                 |                   |              |
|                      |           |                 |                   |              |

Expenditure Budget Line(s) Amended:

| Account Name               | Account #     | Original Budget | Budget Adjustment | Final Budget |
|----------------------------|---------------|-----------------|-------------------|--------------|
| Sr. & Dis. Outlay Building | 12-57650-8200 | \$15,000.00     | \$3,350.00        | \$18,350.00  |
|                            |               |                 |                   |              |
|                            |               |                 |                   |              |

**FISCAL NOTE:**

The fund balance available for the Senior Center is \$74,516 less the carry forward for the Kitchen Project which is \$38,034. The remaining amount in Fund Balance is \$36,482.00 and will be sufficient to cover this budget amendment.

**SUBMITTED BY:** Pam Buchda

**DATE:** 5/28/2020

**PROCESSED BY:** Julia Mann **TREASURER**

**DATE:** 5/28/20

**APPOVAL:** [Signature] **Mayor**

**DATE:** 5/28/2020

The Carpenter's Touch, LLC

Mark Pierce  
PO Box 722  
Tomah, WI 54660  
ID: 668090

# Estimate

| Date      | Estimate # |
|-----------|------------|
| 5/12/2020 | 2384       |

| Name / Address  |
|---|
| Tomah Senior Center<br>1002 Superior Ave<br>Tomah, WI 54660 |

| P.O. No. | Project      |
|----------|--------------|
|          | Storage Shed |

| Item                         | Description   | Qty | Cost         | Total      |
|------------------------------|---|-----|--------------|------------|
| Materials and Labor          | Price for all labor and materials to build a storage shed under the side steps behind the Senior Center. The roof will be 8" below the steps build to fit the slope on top of the blacktop.<br>- 4'x10'x13'<br>- 1- 3' door<br>- Black steel on the walls and roof<br>*No power |     | 3,350.00     | 3,350.00   |
| Thank you for your business. |   |     | <b>Total</b> | \$3,350.00 |

| Phone #      |
|--------------|
| 608-374-2729 |

| E-mail                  |
|-------------------------|
| mspierce@centurytel.net |

# CASH REPORT FOR MAY 2020

| Fund    | Previous Balance | Receipts        | Disbursements   | Ending Balance  |
|---------|------------------|-----------------|-----------------|-----------------|
| GENERAL | \$ 2,209,049.44  | \$ 1,201,940.50 | \$ 1,150,991.76 | \$ 2,259,998.18 |
| WATER   | \$ 405,938.00    | \$ 54,763.57    | \$ 280,580.43   | \$ 180,121.14   |
| SEWER   | \$ 192,556.93    | \$ 11,410.18    | \$ 118,112.74   | \$ 85,854.37    |



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**To:** City Council  
**From:** Steve Tremlett, MSA Professional Services  
**Subject:** TIF Assistance Request - 1101 Superior Avenue  
**Date:** June 1, 2020

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The property owner of 1101 Superior Avenue has applied for TIF assistance, under the Rehabilitation Project Program, for overhauling the interior (some structural but mostly aesthetic), tearing and rebuilding back stair to upper apartments, replacing windows and exterior doors, adding an awning, etc. (see **Exhibit A** for the application).

**Mr. Tralmer has requested \$50,000 in cash grant at occupancy from TIF District #8.** *This TIF application was initially submitted in 2019 – albeit not complete at the time. Now that the application is complete, it is being brought to City Council for consideration. Since the application had been submitted prior to the moratorium, it is not considered a new application and can be reviewed based on the existing adopted 2017 TIF Manual.*

**Background/Project Description:** The deteriorating building needed renovations to allow for a leasable ground floor commercial space and three occupable apartment units above. As stated in the application, he has exhausted the bank loan and still needs to complete drywall, electrical, etc. to finish the project. The applicant has not provided MSA with plans or pictures demonstrating the work planned and completed to date; however, Mr. Tralmer has been working with Shane Rolff to meet state and local codes during the renovation. Typically, the preference is to have the TIF request ahead of the project; however, this is not a requirement in the 2017 TIF Manual.

The applicant has secured and used \$195,000 in total on the project (see **Exhibit B** for bank letter). Per MSA request, Mr. Tralmer provided a more refined estimate (shown below). MSA has identified those project items that are eligible per the 2017 TIF Manual.

| Item                 | Description  | Eligible Cost? |                  |
|----------------------|--|----------------|------------------|
| #1                   | Rebuild Rear Exterior Staircase to the Apartments    | Yes            | \$15,000         |
| #2                   | Two enclosed stoops and stairs added (to code)       | Yes            | \$10,000         |
| #3                   | Crumbling bricks around chimneys replaced w/ new cap | Yes            | \$3,000          |
| #4                   | 18 windows and 3 exterior doors replaced             | Yes            | \$17,000         |
| #5                   | New Exterior Canopy Installed                        | Yes            | \$11,000         |
| #6                   | Interior Bathroom upgrades.                          | NO             | \$5,000          |
| #7                   | Window and exterior wall increase R value            | NO             | \$3,000          |
| #8                   | Re-support first-floor flooring                      | Yes            | \$8,000          |
| #9                   | Plumbing and Electrical Work                         | NO             | \$20,000         |
| #10                  | Basement floor and walls replacement.                | NO             | \$9,000          |
| #11                  | Upper apartment reconstruction                       | NO             | \$30,000         |
| <b>TOTAL PROJECT</b> |  |                | <b>\$131,000</b> |



## MEMO

June 2, 2020

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Council shall determine whether this project warrants TIF assistance, the amount of assistance, form of incentive(s), and required assurances. Should you approve assistance, the parameters discussed tonight will be used to draft a development agreement. This agreement will be presented at later Council meeting to be considered for approval.

### **Recommendation:**

Per the application, the total project cost is \$131,000 even though he has other unidentified costs that has exhausted \$195,000 in bank funds. Of this budget, \$64,000 is eligible for funding through TIF #8 assistance. The request of \$50,000 meets the maximum assistance criteria; however, it is advisable to consider a low-interest loan for a majority of the assistance based current TID Balance (-\$2,444,198)<sup>1</sup>, planned projects and potential for other projects, market conditions and money already spent on the project.

The project does meet some of the general objectives for the use of TIF assistance, including eliminating unhealthy/unsafe conditions, eliminating blight (to some degree albeit the second story façade is not in line with the Downtown vision), and fosters rehab activities. There is potential for some property value and tax revenue increase; however, the primary benefit will be occupying the spaces with a commercial business in the storefront and additional downtown tenants.

**If you approve TIF Assistance for this project, MSA recommends capping the cash grant at occupancy to 20% of the eligible costs (\$12,800) with the remaining provided through a low-interest loan.**

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<sup>1</sup> Per 2019 Dept. of Revenue TID Annual Report (Form PE-300). TIDs #9 and #10 can donate funds to TID #8.



**PUBLIC ASSISTANCE WITH A  
REHABILITATION PROJECT  
TAX INCREMENTAL FINANCING  
APPLICATION**

Application ID: \_\_\_\_\_ (Year) - \_\_\_\_\_ (#) to be completed by City Administrator upon submittal

Please complete and submit the following information to the City Administrator for a more detailed review of the feasibility of your request for Tax Incremental Financing (TIF) assistance. The application is comprised of five sections: (A) Applicant Information, (B) Property Information, (C) Project Information, (D) TIF Request, (E) Budget/Financing Strategy, and (F) Applicant Certification and Acknowledgement. Where there is not enough room for responses provided, please use an attachment. Where questions do not apply, mark NA (not applicable). Applicants are encouraged and may be required to submit additional information such as lease agreements, site plans, environmental studies, market studies, business plans, construction cost estimates, business or personal financial statements to be included for review and consideration.

**A. APPLICANT INFORMATION**

Applicant: MARK TRALMER Phone: 608 567 0009  
Applicant Address: 1125 LAKESIDE DRIVE TOMAH  
Business Name: ALL THINGS AMISH & MORE  
Property Owner: MARK TRALMER Phone: 608 567 0009  
Property Owner Address: 1125 LAKESIDE DR. TOMAH  
Lease Terms: \_\_\_\_\_

Is any owner, member, stockholder, partner, officer or director of any previously identified entities, or any member of the immediate family of any such person, an employee or elected official of the City of Tomah? ☒ No ☐ Yes

If yes, give the name and relationship of the employee: \_\_\_\_\_

**B. PROPERTY INFORMATION**

Site/Property Address: 1101 SUPERIOR AVE Parcel Number: 286 01966 0000  
Existing Mortgage Holder: TIMBERWOOD BANK Existing Zoning: COMMERCIAL

Most recent total equalized assessed valuation (EAV)

\$ 23,100 Land      \$ 114,500 Improvements      \$ 137,600 Total

Will a zoning change be requested? ☒ No ☐ Yes If yes, indicate new zoning: \_\_\_\_\_

Identify other approvals, permits, or licenses your project may need: PLUMBING, ELECTRICAL & BUILDING

### C. PROJECT INFORMATION

Include any plans or illustrations prepared for the project, if available. Definition of Project Scope:

*Totally gut out the inside of the store with new flooring, walls, lighting plumbing, electrical and fixtures. New exterior signage, windows, doors, entry ways. Tear off the old 10' rear off the building with new concrete & siding. Renovate the apartments upstairs with new drywall, electrical, lighting, kitchen doors flooring and bath fixtures*

Construction Start Date: 9/19.

Construction Completion Date: 5/20.

### D. TIF REQUEST

State the total amount of TIF assistance being requested: \$ 50,000.

State the form of incentives requested: ☐ Developer Financed (pay-as-you-go) ☐ Loan  
☒ Cash Grant at Occupancy ☐ Cash Grant at Project Start

State the need and justification for TIF assistance. Explain how the applicant intends to demonstrate compliance with the "but for" test. Substantiate that other alternative methods of financing have been thoroughly explored.

*I have exhausted the bank loan of \$195,000 and have been using personal funds. To complete the \$50,000 grant would be needed.*

#### F. APPLICANT CERTIFICATION AND ACKNOWLEDGEMENT

I acknowledge being informed that the City of Tomah (City) will, upon request by a member of the public or in the course of reporting its activities to the public, disclose the names of individuals requesting Tax Incremental Financing (TIF), the amount of TIF requested, state/federal programs used, if any, and the development impact of the TIF requested (e.g. jobs created, tax base impact and total project investment). I have been assured by the City, and I understand, that other financial information provided by me in connection with this application or with assistance from the City, if any is given (including, but not necessarily limited to business and personal financial statements, business operating statements, data on historical and projected future sales or other aspects of business performance, and business plans) will, to the extent permissible by law, and except for use in collection proceedings, if any, be treated as confidential. This will confirm that I have relied upon such assurance by the City in providing financial information to the City, and that, but for such assurances, such information would not be provided.

I certify that the information contained in this application is, to the best of my knowledge, true and correct. I authorize the City or its agents to verify the information provided in this application and to obtain additional information concerning the applicant(s) financial condition (although the City may rely on this information without any further verification). I authorize the City to furnish such information and any other credit experience with the applicant(s) to others and to answer any questions about the applicant(s) credit experience and other financial relationships with the City. I agree to notify the City, in writing, of any changes that materially affect the accuracy of this statement.

I certify through signing the TIF application that the final form and amount of financing the City offers may differ from that requested. The form and amount of financing shall be finalized through the execution of a development agreement.

I certify that financial and project assurances will be required as part of the final Development Agreement to be negotiated with the City upon preliminary approval of this application. These may include, but are not limited to, assessment guarantees, letters of credit, personal or corporate guarantees, minimum payment agreements, mortgage or other loan security instrument. All terms and obligations of the City and the applicant shall be finalized through the execution of a Development Agreement.

I certify, by signing and submitting this application, that additional costs, above the amount of the application fee, incurred by the City for outside professional review or expertise of this application, and any Development Agreement resulting from this application, will be the responsibility of the applicant. I further certify, that denial of the application or failure to reach agreement with the City on a Development Agreement shall not entitle the applicant to a refund of the application fee or any amounts of the retainer used in the review of the application.

Applicant MARK TRALMER Title Owner  
Signature Mark Tralmer Date 4/15/2020

Return To:

City of Tomah  
Attn: City Administrator  
819 Superior Ave.  
Tomah, WI 54600  
P: 608-374-7420

Budget source: ☐ Developer ☐ Architect ☐ Contractor ☐ Other \_\_\_\_\_

Lender for Project if an addition to the City:

Preapproved: ☐ No ☒ Yes, attach a Letter of Commitment from the Lender indicating that the applicant has sufficient financial resources to obtain the private financing for the project.

Estimated Likelihood of Award: \_\_\_\_\_%      Date of Grant Announcement: \_\_\_\_\_

## Improvement to 1101 Superior Ave

- 1) New concrete pad was needed for the rear of building. The structural requirements per Shane was to tear off the rear 10' of the building for the purpose of exterior staircase to the apts. The rear 10' wasn't structurally sound because the addition had large cracks and leaked rain water into the old 10' addition.
- 2) Per Shane the side entrance and exits needed to be moved to the interior of the store to meet code therefore two enclosed stoops were built. New steps need to be poured.
- 3) The bricks on the north side top of the building were crumbling therefore the bricks were removed from the 3 chimneys and a new aluminum cap was installed.
- 4) Many of the exterior windows were broken and single pane therefore all were in need of replacement. Shane approved the color and specs of the doors and windows therefore 18 windows and 3 new exterior doors were installed.

- 5) A new canopy was installed and approved through the city.
- 6) Per Shane a new bathroom that met the commercial standards was needed therefore a new handicap accessible bath was built with larger interior door, handicap sink and toilet with grab bars.
- 7) Per Shane a heat calc load was needed for the building to meet commercial standards therefore the windows and exterior walls were made up to code for R values.
- 8) Structurally the floors of the main floor of the building were sagging therefore the floor was resupported with new sub floor and floor covering.
- 9) The plumbing and electrical needed to be brought up to code according to Shane and the city electrical inspector therefore for the electrical a new 6 meter socket with new weatherhead and larger wire was

installed. To meet code all new wiring was installed to the store fronts with new fixtures. The plumbing was replaced with PVC.

10) The lower level of the building had at one time been used as show floor for the business. According to the previous owners when the city restored the main street with new water & sewer and blacktop the basement flooded and ruined the floors and walls. The walls were moldy and floors were rotten therefore they were removed and replaced with 5" of new colored concrete and the walls were drywalled and painted.

11) The upper level apartments had not been occupied for years. The plumbing and electrical weren't up to code. The apts had new electrical services installed, a new exterior door to replace the rotten door that wouldn't close, all the lath and plaster removed to fire code. the structure of the apts. New fire proof sheetrock and doors were installed up to code. Handrailing is to be installed. all new.



flooring, kitchens and baths were installed

Many of these projects to improve the structure and useability of the delapidating building were performed throughout the project by myself, contractors and friends therefore to place a specific dollar figure on each of the improvements is difficult. I sent Steve the original loan plus the line of credit also. Due to not wanting to take out another loan I sent Steve proof of when I transferred my personal savings into the Tolmer Property acct for the downtown business.

I didn't want to buy a store front just to have the store reopen but to have a business to draw people from throughout the state to come see my new business which I feel will greatly benefit the city as a whole.

- 1) Labor & material estimate  
\$15,000
- 2) Labor & material  
\$10,000
- 3) Labor & material  
\$3,000
- 4) Labor & material  
\$17,000
- 5) Labor & material  
\$11,000
- 6) Labor & material  
\$5,000
- 7) Labor & material  
\$3,000
- 8) Labor & material  
\$8,000
- 9) Labor & material  
\$20,000

10) Labor & material  
\$ 9,000

11) Labor & material  
\$ 30,000

---

\$ 129,000

As noted in the loan documents  
and transfers to the loan this is  
an underestimate for the total cost.

Thank you  
Mark Hulme

I shall have some photos of the  
before and after to suppose the  
work performed.

# Thalmer Properties

|            |   |                  |
|------------|---|------------------|
| 9/23/19    | From loan                                 | \$ 17,294.00     |
| 9/24/19    | Merchandise & Labor (from loan)           | * 30,654.29      |
| 10/18/19   | From line of credit                       | 10,000.00        |
| 10/30/2019 | From loan (Merchandise, window, electric) | 7,801.74         |
| 11/4/2019  | From loan (reputation)                    | 8,405.09         |
| 11/15/2019 | From line of credit                       | 7,000.00         |
| 11/20/2019 | From personal savings 3422                | 15,000.00        |
| 11/21/2019 | From loan                                 | 15,409.34        |
| 11/26/2019 | From personal saving 3422                 | 10,000.00        |
| 12/6/2019  | From personal saving 3422                 | 5,000.00         |
| 12/9/2019  | From Thalmer Enterprises 3143             | 15,000.00        |
| 12/23/2019 | From " " 3143                             | 2,500.00         |
| 1/2/2020   | From loan                                 | 11,902.54        |
| 1/21/2020  | From Small Business 1711                  | 5,000.00         |
| 1/30/2020  | From Business Now 3143                    | 5,600.00         |
| 2/18/2020  | From Business Now 3143                    | 2,000.00         |
| 4/3/2020   | From " " 3143                             | 3,000.00         |
|            |   | <hr/> \$ 170,965 |

|           |        |             |
|-----------|--------|-------------|
| 2/18/2020 | From ? | * 16,989.30 |
| 2/3/2020  | From ? | * 5,440.00  |

|   |            |                 |
|---|------------|-----------------|
| + | dragwall   | \$ 10,000       |
|   | electrical | * 5,000         |
|   | sign       | * 5,000         |
|   | labor      | * 5,000         |
|   |            | <hr/> \$ 25,000 |

to finish project



May 27, 2020

To: Whom it may concern

RE: Tralmer Rehab Loan application for Tomah Business

This letter is to serve as a summary of financing for Mark Tralmer on the property located at 1101 Superior Ave Tomah, WI. To date Mark has drawn on two separate loans totaling \$195,000 from our institution for renovations and improvements to the property at 1101 Superior.

If you have any questions regarding this matter, please feel free to contact me at 608-374-1158 or at [cbaurichter@bankfirstwi.bank](mailto:cbaurichter@bankfirstwi.bank).

Sincerely,

CLINT BAURICHTER  
AVP Business Banking  
NMLS: 1756639



**DRAFT TAX INCREMENT FINANCING  
DEVELOPMENT INCENTIVES  
PROGRAM POLICY MANUAL**



**1. PURPOSE**

The attached policies and guidelines have been adopted by the City of Tomah for the purpose of guiding decisions related to requests for development incentives (e.g. cash grants or loans) within any of the City's adopted Tax Incremental Financing (TIF) Districts. The following is a summary of the intent of each program which serves as a guide for future applicants, City staff and officials in determining the appropriate program to consider for public assistance requests. This program is intended to support projects that would not be able to proceed without the funding assistance. Except in rare cases where the work must be expedited, funding will only be approved for work that has not begun.

Requests for development incentives are categorized based on the type of project proposed. The following is a summary of the intent of each program, which serves as a guide for future applicants, City staff and officials in determining the appropriate program to consider for public assistance requests.

**A. New Development Project** – A New Development Project generally consists of the construction of a new building or the expansion of an existing building. The program is limited to commercial, industrial, multi-family (4+ units) residential, and mixed-use properties within the boundaries of tax increment finance districts in the City of Tomah. Aspects of New Development Projects typically include:

- The razing of existing structures, site preparation, and construction of new structures with an identified end use/user.
- Expansion of existing facility.
- A significant net increase in the assessed value of the property.
- The creation of new jobs/businesses and/or multi-family or mixed-use housing.

Please refer to the remainder of this document and the separate New Development Project TIF Application for additional details on this program.

**B. Facade Improvement Project (TID #8 Only)** – The Facade Improvement Project is a public financing program designed to increase the net assessed value of the City's downtown by stimulating rehab of the exterior façades of commercial, industrial, multi-family (4+ units) residential, and mixed-use properties within the boundaries of Tax Increment Finance District (TID) #8 in the City of Tomah. The improvements must be visible from the public at the property line/right-of-way (particularly the front elevation). Eligible activities of Façade Improvement Projects typically include:

- Restoration of original building façade features (e.g., removal of false fronts).
- Replacement of windows, doors, cornice, etc.
- Repair or replacement of primary façade material with a durable, high-quality material(s).
- Replacing or adding building features such as decorative light fixtures, signage, awnings/canopies, and/or mural (including artist fees).

**Ineligible Projects:** Interior work, roofing, parking improvements, landscaping improvements and routine maintenance projects.

Please refer to the remainder of this document and the separate Façade Improvement TIF Application for additional details on this program.



## **2. DISCLAIMER**

The authority to make decisions regarding the use of TIF funds is vested solely in the City Council of the City of Tomah. This policy manual and associated applications have been prepared by the City to provide both City Officials and applicants a process and consistent set of criteria for reviewing requests for TIF assistance. The actual amount of TIF assistance provided to a project will be determined at the discretion of the City Council on the basis of need, risk, project characteristics, applicant qualifications and the degree to which the project meets the public objectives of the City described in Section 3 General Objectives and Section 6 Evaluation Criteria. The City Council reserves the right to amend or adjust these policies, and recommend any project the City Council deems to be in the best interests of the City of Tomah.

The City Council also reserves the right to reject any and all applications, even those which satisfy all of the attached criteria for the use of TIF for any reason whatsoever, without regard for the viability of the project. The City will provide the applicant with reasons for rejecting the application. Examples may include, but are not limited to, the City's own capacity to fund the project, the scale of the project is too small, the project results in minimal public benefits, failure to meet one or more evaluation criteria, other existing City, County or State funding programs are available for the proposed project, etc.

## **3. GENERAL OBJECTIVES FOR THE USE OF TAX INCREMENT FINANCING**

The overall objective of the program is to stimulate development of commercial, industrial, multi-family (4+ units) residential, and mixed-use properties within the boundaries of the City's TIF districts. While TIF is an important and useful economic development tool, it is essential that it be used appropriately to accomplish the City's economic development goals and objectives. A fundamental principle of tax increment financing is that it is designed to encourage development that would not otherwise occur, or would only occur to a lesser extent, "but for" the assistance provided through tax increment financing. It is the policy of the City Council to consider the judicious use of TIF for those projects that demonstrate a substantial and significant public benefit by:

- ✓ Eliminating blight, unhealthy, or unsafe conditions
- ✓ Strengthen the employment and economic base of the City
- ✓ Increasing property values and tax revenues
- ✓ Fostering rehabilitation and conservation activities
- ✓ Installing, constructing, or reconstructing community amenities or utilities
- ✓ Implementing plans and development strategies adopted by the City
- ✓ Implementing high-quality site and building designs and materials

## **4. ELIGIBLE COSTS**

Allowable uses of TIF assistance funds include, but are not limited to:

- ✓ Land acquisition and surveying
- ✓ Construction costs of new building and utility improvements (interior or exterior)
- ✓ Environmental audits or remediation
- ✓ Demolition of buildings and site grading to bring sites to shovel ready status
- ✓ Rehabilitation of existing structures and utilities (exterior work only)
- ✓ Site improvements (parking, landscaping, lighting, stormwater, recreation, signage, etc.)
- ✓ Planning, legal, engineering, architectural, financing, permit costs and reasonable developer fees

## 5. METHODS OF FINANCING & PROJECT COMPLETION ASSURANCES

Applications for TIF assistance require the applicant to indicate the type of financing method they are requesting from the City from the list of options below. The list is ordered sequentially based on the City's preferred methods of providing TIF assistance. Applicants seeking more advantageous financing terms (e.g. cash grants) should be aware that the City reserves the right to both specify which form of financing the City will offer based on the merits of the project AND to lower the amount of TIF assistance from the maximum amount allowed under this policy manual (i.e. as the City incurs more risk the City reserves the right to reduce the amount of assistance below the amount requested).

Applicants are advised that the City will require certain financial and project completion guarantees. These may include, but are not limited to, assessment guarantees, letters of credit, personal or corporate guarantees, minimum payment agreements, mortgage or other loan security instrument. In addition, the City reserves the right to require an applicant to provide copies of paid invoices demonstrating actual costs incurred and to adjust accordingly any assistance provided by the City in proportion to the ratio of estimated to actual project costs. **All terms and obligations of the City and the applicant shall be finalized through the execution of a development agreement.**

### 5.1. FINANCING OPTIONS FOR NEW DEVELOPMENT PROJECTS (PRIVATE SECTOR ONLY)

The City may consider the use of a combination of financing methods (e.g. pay-go and cash grant at occupancy). For Applicants requesting a combination of financing (e.g. pay-go and cash grant at occupancy) the maximum amount of assistance shall not exceed 20% of the overall eligible project costs.

- A. ***Pay-As-You-Go (Developer Financed).*** Under a pay-as-you-go incentive the applicant finances the upfront costs related to the construction project and the City agrees to make an annual payment back to the applicant starting with the first year the City receives taxes from the improved property (i.e. two years after project completion). The terms of the annual payment are subject to the development agreement negotiated and signed by both parties. The terms are typically represented as a percentage of the annual tax increment collected over a set period of years (e.g. 90% of the actual tax increment collect over 10 years or until total requested financing amount has been reached). The maximum annual amount of tax increment payments shall not exceed 65% of the actual or estimated annual amount of tax increment collected from the project.
- B. ***Cash Grant at Occupancy.*** The City may provide financing in the form of a cash grant at occupancy if funds are currently available at the time of the request. Under this form of financing the City provides a cash grant at the time (e.g. within 60 days) the proposed applicant completes the project (i.e. receives an occupancy permit from the City). The City reserves the right to withhold a percentage of the TIF assistance until all landscaping has been installed on the property in accordance with approved site plans. The maximum amount of assistance is capped at 15% of the estimated eligible project costs.
- C. ***Cash Grant at Project Start.*** The City may provide financing in the form of a cash grant at the start of a project if funds are currently available at the time of the request. Under this form of financing the City provides a cash grant at the time the project starts (e.g. after approval of the development agreement and within 60 days of receiving all necessary site and building permits for the project). The City reserves the right to stagger payments to the applicant from the time of obtaining building permits to the time of receiving a building occupancy permit based on meeting predetermined construction milestones. The City reserves the right to withhold a percentage of the TIF assistance

until all landscaping has been installed on the property in accordance with approved site plans. The maximum amount of assistance is capped at 5% of the estimated eligible project costs.

## 5.2. FINANCING OPTION FOR FAÇADE IMPROVEMENT PROJECTS (PRIVATE SECTOR AND TAX-EXEMPT ENTITIES)

- A. **Loan.** The City may provide financing in the form of a loan at project start (e.g. after approval of the development agreement and within 60 days of receiving all necessary site and building permits for the project). These loans shall be low interest with up to a 10-year amortization schedule as negotiated as part of the development agreement. The maximum amount of assistance is capped at 50% of the estimated eligible project costs up to a maximum of \$25,000.00. The City Council may consider potential principal forgiveness in the final month(s) if in compliance with payments and still in business. The use of future tax increments generated from the project to pay back the loan from the City is not applicable.
- B. **Cash Grant at Project Start.** The City may provide financing in the form of a cash grant at the start of a project if funds are currently available at the time of the request. Under this form of financing the City provides a cash grant at the time the project starts (e.g. after approval of the development agreement and within 60 days of receiving all necessary site and building permits for the project). The City reserves the right to stagger payments to the applicant from the time of obtaining building permits to the time of receiving a building occupancy permit based on meeting predetermined construction milestones. The maximum amount of assistance is capped at 20% of the estimated eligible project costs up to a maximum of \$25,000.

## 6. EVALUATION CRITERIA – DEVELOPMENT INCENTIVE QUALIFICATIONS

The following criteria are to be used by the City to evaluate TIF applications and are considered non-discretionary.

- ☐ **Application Criteria:** A completed application, application fee, professional services retainer, and signed pre-application form have been filed with the City Clerk or Administrator.
- ☐ **Location Criteria:** The proposed project must be within the boundaries of a City TIF district at the time of approval of a development agreement.
- ☐ **Ownership Criteria:** The applicant must be the owner of the property or have a written agreed option to purchase the property from the current owner at the time of approval of a development agreement. Non-residential building tenants are also eligible for funding with the property owners written permission and inclusion in the development agreement.
- ☐ **But For Criteria:** The applicant for each request for TIF assistance must demonstrate that “but for” the use of TIF assistance, the project is not feasible on the proposed site, or would occur to a lesser extent, and that the public benefits described in Section 3 General Objectives would not be achieved. This program is intended to support projects that would not be able to proceed without the funding assistance. Except in rare cases where the work must be expedited, funding will only be approved for work that has not begun.

- ☐ Maximum Assistance Criteria: The total amount of TIF assistance in support of a project is based on the form of incentives requested as described in Section 5 and the overall value of the project to the community.
- ☐ Payback Period Criteria: Requests for TIF assistance will be required to demonstrate that the tax increment expected to be generated by the project will be sufficient to pay back any TIF assistance for New Development Projects provided by the City (including applicable interest expenses) in support of the project prior to termination of the applicable TID, according to the following terms.
  - ☐ For Pay-As-You-Go (Developer Financed) Agreements. Payments to the Developer shall commence with the first year in which the City receives tax increment from the completed project and continue no longer than the year before the year in which the applicable TIF district is scheduled to terminate, or until the maximum amount of assistance is reached, whichever comes first.
  - ☐ For Cash Grant at Occupancy Agreements. Within 15 years starting with the year in which the development incentive payment is made and no longer than the year before the year in which the applicable TIF district is scheduled to terminate.
  - ☐ For Cash Grant at Project Start Agreements. Within 7 years starting with the year in which the development incentive payment is made and no longer than the year before the year in which the applicable TIF district is scheduled to terminate.
- ☐ Form and Amount of Incentives: The applicant has indicated their preferred method of financing in their application and has acknowledged through signing the TIF application that the final form and amount of financing the City offers may differ from that requested. The form and amount of financing shall be finalized through the execution of a development agreement.
- ☐ Financial/Project Assurances Criteria: The applicant must agree to provide financial and project completion guarantees to the City. These may include, but are not limited to, assessment guarantees, letters of credit, personal or corporate guarantees, minimum payment agreements, mortgage or other loan security instrument. All terms and obligations of the City and the applicant shall be finalized through the execution of a development agreement.
- ☐ Financial Capability Criteria: Each TIF application must include evidence that the applicant possesses the financial ability to complete and operate the project and will be liable for, or contribute equity of at least 15% of the total project costs.
- ☐ Technical & Operational Capability Criteria: Each TIF application must include evidence that the applicant possesses the technical ability to complete the project or has obtained construction cost estimates from professional businesses capable of performing the work. Applicants must demonstrate that they have the ability to operate the proposed use. The City may require applicants to submit copies of contracts with design professionals and construction contractor prior to receiving financial assistance from the City. All improvements must be done by licensed contractors.
- ☐ Adherence to Local Land Use Plans Criteria: The project is consistent with the City of Tomah Comprehensive Land Use Plan, Downtown Master Plan, City Building or Zoning Ordinances, or any other applicable plans developed by the City that includes the subject property.

- ☐ **Adherence to TIF Project Plan Criteria:** All requests for TIF assistance must clearly comply with the requirements of the Wisconsin TIF Statutes and the City's adopted TID Project Plan applicable to the subject property.
- ☐ **Applicant in Good Standing Criteria:** The applicant does not have a history of delinquent property tax payments or own any property within the City with known building code violations.

## **7. EVALUATION CRITERIA, DISCRETIONARY QUALIFICATIONS**

The following additional criteria may be used by the City to evaluate TIF applications. These criteria are considered discretionary, projects that can demonstrate the ability to meet these additional criteria will be viewed more favorably by the City Council.

- ☐ The applicant/business has a history of community involvement.
- ☐ The proposed project is generally supported by surrounding property owners.
- ☐ The project will result in average employee wages at or above the median per capita income for the City (e.g. \$21,835, approx. \$11/hr) as reflected in the most recent American Community Survey.
- ☐ The project will result in average employee wages at or above the median per household income for the City (e.g. \$40,750, approx. \$20/hr) as reflected in the most recent American Community Survey.
- ☐ The project includes "sustainable" (or "green") practices in building construction and operation.
- ☐ The project will result in the removal of hazardous materials or substances.
- ☐ The project restores historic features in the exterior facade and/or promotes high-quality building design consistent with vision outlined in the City of Tomah Comprehensive Land Use Plan, Downtown Master Plan, City Zoning Ordinances, or generally accepted best practices for high quality, aesthetically pleasing designs.
- ☐ The project includes additional site enhancements beyond what is typically required by local ordinances such as: recreational trails, rain gardens, decorative lighting, outdoor seating, outdoor art, etc.
- ☐ The project will not involve the relocation of a business from an existing location in the region (i.e. a neighboring community) to the TID ("job piracy"), where no significant new job creation is expected.
- ☐ The project will result in the development of other businesses that directly support or supplement the proposed development (i.e. "catalyst projects"). Or the project will result in a new business which supports or enhances an existing business already in the TID or City.
- ☐ The project will result in the creation of new jobs that draw a majority of their workforce from the local population (defined as the 54600 zip code).
- ☐ The project will result in a business(s) that provide both healthcare and retirement benefits to employees.
- ☐ The project does not include speculative office and retail development (i.e. an anchor tenant is secured).
- ☐ The project involves retail development that is targeted to encourage an inflow of customers from outside the City.

- ☐ The project does not involve a franchise.
- ☐ The project involves a new business or service currently unavailable, or in short supply, in the City.
- ☐ The project involves diversifying the existing housing stock within the City.
- ☐ The project involves housing for low to moderate income residents.

## **8. APPLICATION PROCEDURE**

Applications submitted for TIF assistance shall be reviewed through the following process:

- ☐ Initial Consultation. Applicants are encouraged to meet with the City Administrator to discuss proposed TIF assistance requests prior to submitting an application.
- ☐ Committee Referral. Applicants may be referred to the City's Long Range Planning Committee or Planning Commission to review the proposed project for consistency with adopted plans and ordinances. The City Administrator, Mayor, or designee of either may determine whether to schedule LRPC or Plan Commission review of the project prior to Council consideration of the funding request, and shall notify Council of any such administrative referral.
- ☐ Application. Application materials, including the required fee and retainer, shall be submitted to the City Clerk or Administrator who will notify the City Council, City Staff, City Attorney or any other professional who provides services to the City whom are directed by the City Administrator or Mayor to review the application.
- ☐ Application Fees and Professional Services Retainer. A processing application fee, professional services retainer and signed pre-application agreement form must be submitted with the application. The application fee is \$200, and the retainer is equal to two percent (2%) of the TIF request with a minimum of \$300 and maximum of \$5,000. The pre-application form agreement stipulates the applicant will be responsible for any fees incurred for professional services related to the review of the application or development agreement at the request of the City Administrator or Mayor. Any unused funds will be returned to the applicant upon final determination of the application by the City Council, in case of a denial, or upon execution of the development agreement. The City will provide the applicant with copies of invoices for the professional fees incurred along with a check for the unused portions of the retainer. Any short fall in funds shall be paid within 30 days of receipt of the invoice by the applicant. An applicant may appeal the charges to the City Council by filing a written request with the City Administrator within 30 days of the date of the invoice. Any amount which is the subject of an appeal shall be due 30 days from the date of the City Council's decision.
- ☐ Preliminary Determination of Completeness. The City Administrator, and other designated staff, will review the application for completeness and applicability. If the application is incomplete or if additional information is needed the applicant will be notified that the application is not complete, and the reasons will be stated referring to the specific additional information required. The applicant may then resubmit the application with additional information/modifications or may withdraw the application. Applicants who withdraw their application prior to staff review will be refunded their application fee and any unused portion of the professional services retainer.

- ☐ **Staff Review.** The City Administrator, and other designated staff, will review the application for eligibility and complete a pro forma analysis of the project. In order to better understand the needs of the project, the applicant or staff may request a meeting. Review time will be approximately 30 days from the date the completed application is submitted to the City; however, more or less time may be required for particular applications. Upon completion of staff review, the application and a supplemental staff report will be submitted to the City's Committee of the Whole. A copy of the staff report may be requested by the applicant.
- ☐ **Committee of the Whole Recommendation.** Within 30 days of receiving the staff report the TIF application shall be reviewed by the City Committee of the Whole, unless a delay is requested by the applicant. The applicant will be notified of the date of the meeting(s)<sup>1</sup> in which the application is reviewed. In reviewing the application, the Committee of the Whole may ask questions of the applicant or hear testimony from City staff. The Committee of the Whole will make a recommendation to the City Council to approve, approve with conditions, deny the application, or table the application pending further discussion or information by the applicant.
- ☐ **City Council Preliminary Approval.** The application will be reviewed by the City Council at its next scheduled meeting following action by the Committee of the Whole. The applicant will be notified of the date of City Council meeting(s)<sup>1</sup> in which the application is reviewed. In reviewing the application, the City Council may ask questions of the applicant or hear testimony from City staff. The City Council at their discretion may refer the matter to another City committee for recommendation or may hold a public hearing. The City Council may approve, approve with conditions, deny the application, or table the application pending further discussion or information by the applicant. *Note, at this stage in the process the City Council may make a determination as to whether to provide TIF assistance, a maximum amount of assistance, the form of incentives, and required assurances. These decision points will provide parameters for City Staff and the applicant to negotiate a draft Development Agreement for future consideration by the City Council.*
- ☐ **Draft Development Agreement.** Upon preliminary approval of the TIF Application by the City Council, City Staff shall create a draft Development Agreement based on the direction provided by City Council. The draft Development Agreement will be reviewed with the applicant. The Development Agreement will describe the obligations of both the City and the applicant, and the terms and conditions of TIF assistance.
- ☐ **City Council Final Approval.** The Development Agreement will be reviewed by the City Council. The applicant will be notified of the date of City Council meeting(s)<sup>1</sup> in which the Development Agreement is reviewed. The City Council may approve, approve with conditions, deny the Development Agreement, or table action pending further discussion or information by the applicant.
- ☐ **Expiration.** Approved TIF applications shall become void if after six months (6) from the date of approval the applicant and City have not executed the Development Agreement, unless both parties agree to an extension.

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<sup>1</sup> The Committee of the Whole and/or City Council may meet in closed session, pursuant to Wisconsin statutes, to deliberate or negotiate 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, specifically to discuss the TIF application or Development Agreement.

# TOMAH TID MANUAL UPDATE - COMPARISON TABLE

|  | 2017   | 2020   |
|--|--|--|
| <b>1. PURPOSE</b>  |  |  |
| Guiding which TIF Districts<br>Project/Program (A)                 | <b>TID 8 only</b>  | <b>All TID Districts (except Façade Improvement Projects are only in TID #8)</b>   |
| Typical Projects:  | <b>Redevelopment Project</b>   | <b>New Development Project</b>   |
|  | Razing existing structures, site prep, and construction of new structures w/ identified end user(s)  | SAME   |
|  | Significant net increase in <b>property value</b> of the project site  | Significant net increase in <b>assessment value</b> of the property.   |
|  | Creation of new jobs and/or housing  | Creation of new jobs/ <b>businesses</b> and/or <b>multi-family or mixed-use</b> housing  |
| Project/Program (B)  | Project costs exceeding <b>\$150,000</b>   | REMOVE   |
| Typical Projects:  | <b>Rehabilitation Project</b>  | <b>Façade Improvement Project (TID 8 only)</b>   |
|  | Rehab of existing <b>properties and structures</b> through <b>façade</b> , lighting, signage, parking, landscaping or <b>other interior or exterior site</b> and building improvement projects | SAME, except emphasizing use of <b>high-quality building materials and decorative lighting. No interior work, roofing, parking or landscaping.</b>                                   |
|  | Razing of existing structures and site prep to bring a property to shovel ready status where an end user(s) has yet to be determined   | <b>Restoration of original building façade features.</b>   |
|  | Modest net increase in the <b>property value</b> of the project site   | REMOVE   |
|  | Project cost under <b>\$150,000</b>  | REMOVE   |
| Max. Assistance (see Section 5)                                    | <b>50% of project costs up to \$50,000</b>   | REMOVE   |
|  |  | <b>50% of project costs up to \$25,000 loan/grant</b>  |
| <b>2. DISCLAIMER (summarized)</b>                                  | Decision solely in the City Council authority and <b>reserves</b> the right to reject any and all applications, even those which satisfy all of the attached criteria                          | SAME   |
| <b>3. GENERAL OBJECTIVES</b>                                       | SAME   |  |
| <b>4. ELIGIBLE COSTS</b>   |  |  |
|  | Land acquisition and surveying   |  |
|  | Construction costs of new building and utility improvements (interior or exterior)   | SAME   |
|  | Environmental audits or remediation  |  |
|  | Demolition of buildings and site grading   | Demolition of buildings and site grading to bring sites to <b>shovel ready status</b>  |
|  | Rehabilitation of existing structures and utilities (interior or exterior)   | SAME, except remove (interior)   |
|  | Site improvements (parking, landscaping, lighting, stormwater, recreation, signage, etc.)  | SAME   |
|  | Planning, legal, engineering, architectural, financing, permit costs and reasonable developer fees   |  |
| <b>5. METHODS OF FINANCING &amp; PROJECT COMPLETION ASSURANCES</b> |  |  |
| Redevelopment / New Development                                    | Any and all options: Pay-Go, Loan, Cash Grant at Occupancy/Project Start<br><b>(Max of 20% of project costs)</b>   | <b>New as described below, except requests combining financing types is capped at 20% of eligible project costs</b>  |
|  |  | <b>Pay-Go:</b> Annual amount of tax increment payment shall not exceed 65% of the actual or estimated annual amount of tax increment collected from the project.                     |
|  |  | If City has funds available these option may be considered.  |
|  |  | <b>Cash Grant at Occupancy:</b> Max 15% of eligible project costs  |
|  |  | <b>Cash Grant at Project Start:</b> Max 5% of eligible project costs   |
| Rehab/Façade Improvement   | Any and all options: Pay-Go, Loan, Cash Grant at Occupancy/Project Start<br><b>(Max of 50% of project costs up to \$50,000)</b>  | <b>Max of 50% of project costs up to \$25,000 using one or a combination of the financing tools shown below (Private Sector &amp; Tax-Exempt Entities):</b>                          |
|  |  | <b>Low-Interest Loan:</b> Max. of 50% of project costs (up to 10 year amortization schedule) w/ potential principal forgiveness if in compliance with payment and still in business. |
|  |  | <b>Cash Grant at Project Start:</b> Max 20% of eligible project costs  |



|  |   |   |
|--|---|---|
| <b>6. EVALUATION CRITERIA</b>                |   |   |
| Location Criteria                            |   | SAME  |
| Ownership Criteria                           |   | <b>Allows non-residential building tenants to request funding with property owners written permission and inclusion in the development agreement</b>  |
| But for Criteria                             |   | Except in rare cases where the work must be expedited, funding will only be approved for work that has not begun.   |
| Max Assistance                               | 20% Redevelopment / 50% Rehab   | CHANGED, AS DISCUSSED IN SECTION 5  |
| Pay Back Period Criteria                     |   | <b>New Development Projects, the following applies:</b><br><br><b>Pay-Go:</b> Payments to the Developer shall commence with the first year in which the City receives tax increment from the completed project and continue no longer then the year before the year in which the applicable TIF district is scheduled to terminate, or until the maximum amount of assistance is reached, whichever comes first.<br><br><b>Cash Grant at Occupancy Agreements.</b> Within 15 years starting with the year in which the development incentive payment is made and no longer then the year before the year in which the applicable TIF district is schedule to terminate.<br><br><b>Cash Grant at Project Start Agreements.</b> Within 7 years starting with the year in which the development incentive payment is made and no longer then the year before the year in which the applicable TIF district is schedule to terminate. |
|  | All requests for TIF assistance will be required to demonstrate that the property tax payments expected to be generated by the project will be sufficient to pay back any tax increment debt, or other City incurred costs, in support of the project, within no less than five (5) years prior to the termination date of the TID as approved in the Project Plan. For Pay-Go agreements, the payback period could be up to 20 years or until the TID is terminated, whichever is less, as determined in the approved development agreement. |   |
| Form and Amount of Incentives Criteria       |   | SAME  |
| Financial/Project Assurances Criteria        |   | SAME  |
| Financial Capability Criteria                |   | SAME  |
| Technical & Operational Capability Criteria  |   | May require applicant to submit copies of contracts w/ design professionals and construction contractors prior to receiving financial assistance. <b>All improvements must be done by licensed contractors.</b>   |
| Adherence to Local Land Use Plans Criteria   |   | SAME  |
| Adherence to TIF Plan Project Plan Criteria  |   | SAME  |
| Creation of tax increment Criteria           |   | REMOVED   |
| Applicant in Good Standing Criteria          |   | SAME  |
| Absense of Conflict of Interest Criteria     |   | REMOVED   |
| Application Criteria                         |   | SAME  |
| <b>6. Evaluation Criteria, Discretionary</b> |   | SAME  |
| <b>7. APPLICATION PROCEDURE</b>              |   |   |
| Process                                      |   | May be directed to LRPC or PC to review the proposed project for consistency with adopted plans or ordinances.<br><b>City Administrator, Mayor or designee may determine whether to schedule LRPC or PC review of project prior to Council consideration, and shall notify Council of any such administrative referral.</b>   |
|  | May be directed to LRPC or PC. Review only design related (no funding review).  |   |
| Application Fees                             | \$100   | \$200   |
| Professional Services Retainer               | Redevelopment:\$2,500; Rehab: \$1,000   | 2% of requested amount with a Min. of \$300 and Max. of \$5,000   |

## STAFF COMMITTEE PREPARATION REPORT

### Agenda Item:

Request for Online Ordering and Curbside Pickup of Alcohol Beverages

### Summary and Background Information:

(Appropriate Documentation Attached)

I have received a request from two local businesses for the ability to deliver alcoholic beverages to customers who have placed online orders for curbside pickup. Our current ordinance does not allow drive-thru windows or the ability to have curbside pickup. A change in the ordinance would be required. I checked with several local municipalities and the City of La Crosse and City of Sparta have passed ordinances to allow it, however, the City of Portage and the City of Onalaska have opted not to do so. I've attached two ordinances for your review that outline the procedures the other communities have established.


Is the City interested in amending the ordinance to include online and curbside pickup and if so, are there any specific regulations you would like included in the ordinance?


### Fiscal Note:

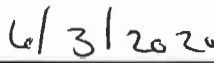
### Recommendation:

It is requested that the Committee of the Whole review the request and make a recommendation to the Council to proceed or deny moving forward with an amendment change.

  
JoAnn M. Cram, City Clerk

  
Date

  
Mike Murray, Mayor

  
Date

Committee: Committee of the Whole/Common Council

Meeting Date: June 8-9, 2020

Sec. 4-160. - Conditions of licensure.

All licenses granted pursuant to this chapter are subject to continued compliance with the provisions of this chapter and all other regulations imposed by the city including, but not limited to, the following:

- (1) *Consent to inspection and search.* Every applicant procuring a license thereby consents to the entry of police or other authorized representatives of the city at all reasonable hours for the purpose of inspection and search; consents to the removal from such premises of all things and articles there had in violation of city ordinances or state laws; and consents to the introduction of such things and articles in evidence in any prosecution that may be brought for such offenses.
- (2) *Sale to intoxicated person prohibited.* No licensee or his agent or employee shall sell, vend or give away any intoxicating liquor or fermented malt beverages to any person intoxicated or bordering intoxication.
- (3) *Health rules.* Each licensed premises shall be maintained and conducted in a sanitary manner and shall be a safe and proper place for the purpose for which used.
- (4) *Required presence on premises.* There shall be, upon premises operated under a retail class A or class B liquor license or a class A or class B fermented malt beverage license, at all times a person who shall be responsible for the actions of all persons serving as waiters or in any other manner any fermented malt beverages or intoxicating liquors to customers. The person shall be either the licensee, a member of licensee's immediate family of legal drinking age, or a person who has a valid operator's license issued pursuant to this chapter.
- (5) *Acting as bartender.* No person other than the licensee shall draw from the original container intoxicating liquor or fermented malt beverages or in any other manner act as bartender, unless the person is a member of the licensee's immediate family of legal drinking age, has an operator's license pursuant to this chapter, or is at least 18 years of age and under the immediate supervision of the licensee, permittee, agent or a person holding an operator's license, which supervisory person is on the premises at the time of service.
- (6) *Orderly premises.* Each licensed premises shall at all times be conducted in an orderly manner and no disorderly, riotous or indecent conduct shall be allowed at any time on any licensed premises.
- (7) *Dancing.* Dancing is prohibited on all licensed premises, except where a cabaret license has been issued.
- (8) *Drive-thru sales prohibited.* No premises for which a license has been issued hereunder shall be permitted to sell intoxicating liquor or fermented malt beverages from drive-thru windows at any time.
- (9) *Disorderly conduct prohibited.* No licensee, either personally or through his agent or employee, shall permit any patron to participate in any act, stunt or dance in violation of the provisions of this division.
- (10) *Off-premises sales and consumption prohibited.* With the exception of licensed outdoor facilities, all purchases of alcohol or fermented malt beverages by the glass or in open containers shall be consumed on the licensed premises where served and shall not be removed to thoroughfares, streets, or sidewalks in the business district of the city as defined in the building and land use regulations of this Code. No person shall consume or possess in open containers any alcohol or fermented malt beverages on any thoroughfare, street or sidewalk in the business district.
- (11) *Sale of intoxicating liquor in original package or container.* Pursuant to Wisconsin § 125.51(3)(b) retail "Class B" licensees are hereby authorized to sell intoxicating liquor in the original package or container, in multiples not to exceed four liters, at any one time, and to be consumed off the premises where sold. The paragraph does not apply to a winery that has been issued a "Class B" license.

**ORDINANCE NO. 962**  
**ORDINANCE PERTAINING TO LICENSES AND PERMITS**

THE COMMON COUNCIL OF THE CITY OF SPARTA, MONROE COUNTY, WISCONSIN,  
DO ORDAIN AS FOLLOWS:

Section 1. Section 12-37 of the Code of City Ordinances is hereby created to read as follows:

**Sec. 12-37. Online Ordering and Curbside Pickup of Alcohol Beverages.**

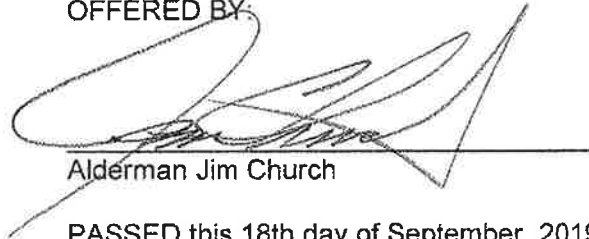
- (a) No establishment shall allow online purchase of alcohol beverages and curbside delivery of such purchases ("Click and Collect"), without first obtaining an "Extension of Premises" from the Sparta Common Council, upon recommendation of the Public Safety Committee to license that portion of the establishment's parking lot that will allow vehicles to park for purposes of picking up their online order.
  - (1) The licensed establishment shall file a detailed operation plan with their "Extension of Premises" form that clearly details how their "Click and Collect" operation will function. The operation plan shall include the licensee's protocol for assuring that underage persons and intoxicated persons do not pick up alcohol via the "Click and Collect" program.
  - (2) Failure of licensee to provide a detailed operation plan with their "Extension of Premises" application shall result in the City of Sparta Clerk's Office not forwarding the "Extension of Premises" form to the Public Safety Committee for consideration.
- (b) No establishment holding an alcohol beverage license shall allow online purchase and pick-up of alcohol beverages unless the sale is consummated on the licensed premises.
  - (1) Payment for the purchase must be completed on premises and may not be completed until the purchaser is at the licensed premises and has presented valid photo identification that has been verified by a licensed operator employed by the premises.
  - (2) The sale and delivery of "Click and Collect" purchases shall be made only by a licensed operator.
  - (3) No alcohol sales are permitted if the purchaser fails to present valid photo identification.
  - (4) The "Click and Collect" system must allow the purchase of alcohol to be denied without affecting the remainder of the purchase.
- (c) Cameras shall be installed on focused on the area the sale and delivery of "Click and Collect" purchases takes place.
- (d) Pick-up of "Click and Collect" orders shall be between the hours of 7:00 a.m. and 9:00 p.m.
- (e) There shall be a minimum three(3) hour waiting period between order time and pickup time.
- (f) If the "Click and Collect" purchaser is not the driver of the vehicle into which the order is being loaded, the licensed operator must verify that the driver is 21 years of age or older.

- (g) The licensed operator shall report to his or her manager any purchaser who shows signs of alcohol consumption, and in conjunction with the manager, shall assess sobriety for purposes of approving or denying the sale.
- (h) The pick- up area for "Click and Collect" purchases shall be clearly defined with visible markings, signs, and/or barriers and must be within 150 ft. from the pick-up door.
- (i) No events other than the delivery of "Click and Collect" orders shall be allowed on the expanded premises.

Section 2. This ordinance amendment shall be in full force and effect following its passage and publication as provided by law.

Dated this 18th day of September, 2019.

OFFERED BY:



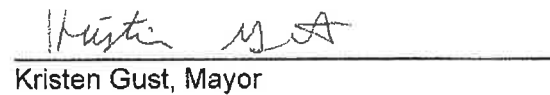
Alderman Jim Church

PASSED this 18th day of September, 2019.



Julie Hanson, City Clerk

APPROVED BY:



Kristen Gust, Mayor

## Sec. 4-20. - Online ordering and curbside pickup of alcohol beverages.

- (a) No establishment shall allow online purchase of alcohol beverages and curbside delivery of such purchases ("Click and Collect"), without first obtaining approval from the Common Council to amend a licensed premises, upon recommendation of the Judiciary and Administration Committee, to license that portion of the establishment's parking lot that will allow vehicles to park for purposes of picking up their online order. Online shall mean a website or application or any other electronic or telecommunication means.
  - (1) The licensed establishment shall file a detailed operation plan with their "Request to Amend Premises" form that clearly details how their "Click and Collect" operation will function. The operation plan shall include the licensee's protocol for assuring that underage persons and intoxicated persons do not pick up alcohol via the "Click and Collect" program. The plan of operation shall include a drawing of the entire premises to scale with the areas for the order pickup program designated on the drawing, along with their dimensions and the north point and date.
  - (2) Failure of licensee to provide a detailed operation plan with their "Request to Amend Premises" shall result in the City Clerk's Office not forwarding the "Request to Amend Premises" to the Judiciary and Administration Committee and Common Council for consideration.
- (b) No establishment holding an alcohol beverage license shall allow online purchase and pick-up of alcohol beverages unless the sale is consummated on the licensed premises.
  - (1) Payment for the purchase must be completed on premises and may not be completed until the purchaser is at the licensed premises and has presented valid photo identification that has been verified by a licensed operator employed by the premises.
  - (2) The licensed operator must verify that the person placing the "Click and Collect" order is the same person picking up the order.
  - (3) The sale and delivery of "Click and Collect" purchases shall be made only by a licensed operator.
  - (4) No alcohol sales are permitted if the purchaser fails to present valid photo identification.
  - (5) The "Click and Collect" system must allow the purchase of alcohol to be denied without affecting the remainder of the purchase.
- (c) Each "Click and Collect" transaction must capture and retain an image of the vehicle into which the order is being loaded for 30 days.
- (d) Each "Click and Collect" transaction must record and retain the following information for 30 days:
  - (1) The name of the purchaser.
  - (2) The type of identification card presented and the number and expiration date of that identification card.
  - (3) The purchaser's date of birth.
  - (4) The license plate of the vehicle into which the order is being loaded.
- (e) Pick-up of "Click and Collect" orders shall be between the hours of 9:00 a.m. and 6:00 p.m.
- (f) There shall be a minimum four-hour waiting period between order time and pick-up time.
- (g) Orders placed after 2:00 p.m. cannot be picked up until the following day.
- (h) If the "Click and Collect" purchaser is not the driver of the vehicle into which the order is being loaded, the licensed operator must verify that the driver is 21 years of age or older. If the driver is less than 21, the alcohol sale must be voided and cannot be completed.

- (i) The licensed operator shall report to his or her manager any purchaser who shows signs of impairment due to legal or illegal drug consumption, and in conjunction with the manager, shall assess impairment for purposes of approving or denying the sale.
- (j) The pick-up area for "Click and Collect" purchases shall be clearly defined with visible markings, signs, and/or barriers.
- (k) No events other than the delivery of "Click and Collect" orders shall be allowed on the portion of the premises reserved for pick-up of "Click and Collect" orders.
- (l) Police must be notified when an apparently underage, intoxicated or impaired person attempts an alcohol purchase.

( Ord. No. 5100, § 1, 7-11-2019 )

## JoAnn Cram

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**From:** Diller, Becky A. <Becky.Diller@quarles.com>  
**Sent:** Monday, May 11, 2020 1:53 PM  
**To:** JoAnn Cram  
**Subject:** Walmart #965 - Request for Change of Premises Description on Alcohol Beverage License [QBLLP-ACTIVE.FID39340272]  
**Attachments:** Walmart Online Grocery Pickup Procedure Guide (PDF version).pdf; Walmart #965 - Floor Plan & Site Map.pdf

Dear JoAnn,

You are aware that Quarles & Brady serves as legal counsel for Walmart with respect to alcohol beverage licensing for its Wisconsin stores. As follow-up to our telephone conversation this afternoon, this email is to provide you with details regarding an online grocery pickup service that Walmart is launching in select Wisconsin stores. Customers using this service will be able to place an order online and provide a credit card to hold the order. The customer will then come to their local Walmart store to complete the payment and pick up the order at either a pickup canopy or a dedicated parking space.

Walmart would like to offer their customers in your community the opportunity to include alcohol beverages in an online order. We have contacted the Department of Revenue, which has confirmed that this is permitted under Wisconsin law provided payment is made at the time of pickup and the customer's age is verified by an employee licensed to sell alcohol beverages in a face-to-face transaction that occurs within the licensed premises. Walmart, therefore, is seeking to amend the premises description in its current license to include the pickup location (canopy or dedicated parking spaces), as follows:

1 room 1 story, approximately 157,384 sq. ft. ***including stalls and/or canopy locations in parking lot specifically designated for online grocery.*** (new language set out in bold italics)

Attached to this email are the following documents which provide more detailed information about the online grocery program:

- A copy of Walmart's Online Grocery Pickup Procedure Guide.
- A combination floor plan and site map of the local Walmart store that shows (i) the secure area in the store where shopping carts will be held until the customer arrives to pick up their order (highlighted in orange) and (ii) the location in the parking lot of the canopy or dedicated parking spaces that will be designated for online grocery pickup.

Walmart plans to initiate their online grocery pickup service in Tomah on or around July 30, 2020. Please let us know whether this change of premises description will require approval of the Tomah City Council or Committee thereof or possibly other action. If so, we kindly request that the proposed amendment be considered as soon as possible. Also, we would be pleased to make a representative from the local Walmart store available at any meetings to answer questions.

Please let us know if you need any additional information.

Regards,  
Becky



125<sup>+</sup> YEARS OF  
SERVICE



**Becky Diller** / Paralegal/Office Administrative Coordinator

Becky.Diller@quarles.com / [LinkedIn](#) [BIO](#) [vCard](#)

**Quarles & Brady LLP**

150 South Fifth Street, Suite 1800 / Minneapolis, MN 55402

Office 612-224-3756 / [quarles.com](#)

Assistant Kenn Carpenter 813-384-6701

[VISIT our COVID-19: Guidance for Clients page for the latest updates from Q&B attorneys](#)

**CONFIDENTIALITY NOTICE:** This electronic mail transmission and any attachments are confidential and may be privileged. They should be read or retained only by the intended recipient. If you have received this transmission in error, please notify the sender immediately and delete the transmission from your system.

# Compliance & Ethics

## Online Grocery Pickup Procedure Guide

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### Placing Order

- Customers visit [grocery.walmart.com](https://grocery.walmart.com) and can view an assortment of products – determined by their store
  - Listed products are initially based on the Customer's location and updated when the Customer selects their preferred store
- Prior to checking out, the Customer must login (or create) their account, select a desired pickup store, and designate a time slot for picking up their order
- Once the customer has built their basket and presses checkout, Customer completes the order by supplying Walmart with payment information
- Walmart authorizes and holds the card information, but funds are not transferred from the card



- Where allowed by state and local law, customers can include alcoholic beverage product in their online grocery order through [walmart.com/grocery](https://walmart.com/grocery).
- All alcoholic beverage product item pages are flagged with a notification explaining the restrictions around purchasing this product (*pictured below*).

GOVERNMENT WARNING: (1) According to the Surgeon General, women should not drink alcoholic beverages during pregnancy because of the risk of birth defects. (2) Consumption of alcoholic beverages impairs your ability to drive a car or operate machinery, and may cause health problems.

The sale of alcohol to minors is prohibited.

At delivery or pickup, you must show a valid photo ID and provide a signature confirming that you are age 21 or over. Accepted forms of ID are: Driver's Licenses, State-issued Identification Cards, U.S. Passports, Military Identification Cards, U.S. Immigration Cards, or Tribal IDs in specific states, or other similar government issued IDs that are recognized within the state. Drivers will not deliver to anyone who appears to be intoxicated. No discounts, coupons or tax-exempt sales may be applied to alcohol. An order of alcohol totaling 20 gallons or more will not be allowed.

[View ID list](#)

- If the customer checks out with an alcoholic beverage product in their basket, an acknowledgement box must be checked by the customer (*pictured below*) prior to placing the order

#### Alcohol Disclosure ?

☐

By checking this box, you confirm that you are at least 21 years old and will not resell any alcohol you purchase.

\*red text indicates a control related to alcohol

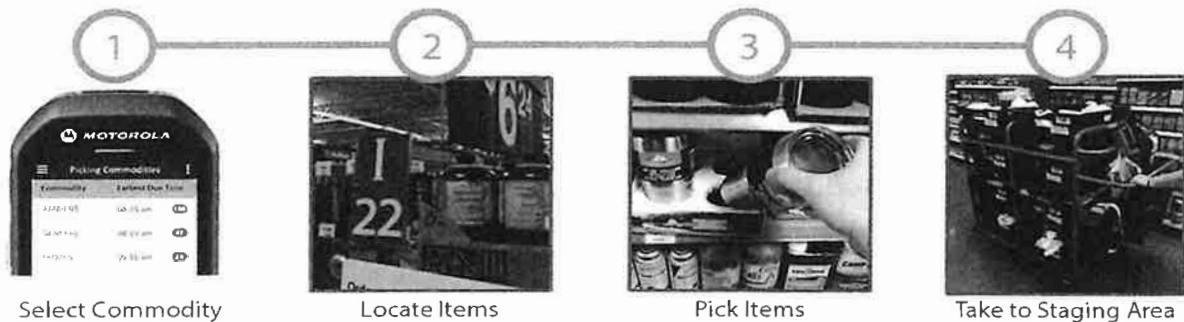
## Compliance & Ethics

### Online Grocery Pickup Procedure Guide

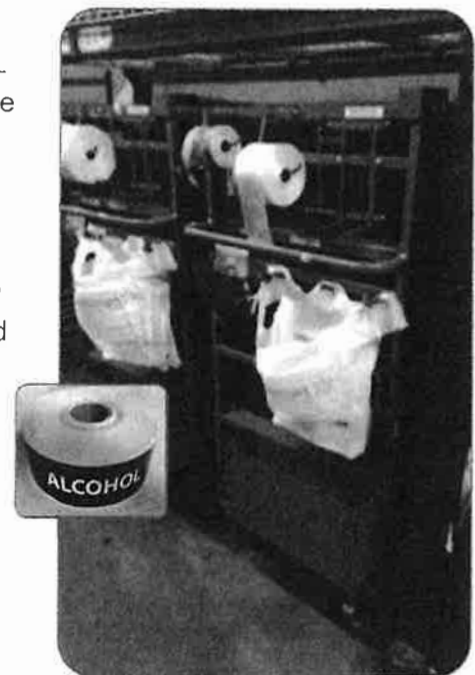
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#### Picking / Staging

- On the day a customer is scheduled to pick up an order, a Walmart associate – known as a “Personal Shopper” – will “shop” for the customer’s order in the store
- All shopping is completed on the pickup day to ensure the Customer receives the freshest products
- If a product is not available in-store, it is either substituted or removed from the customer’s order
  - Alcohol beverage products are never substituted – if they are not available in-store, they are removed from the customer’s order and the customer is not charged



- Alcohol beverage products are assigned to a “Restricted” commodity group to ensure only Personal Shoppers who have received appropriate training and are of a legal age – per the governing jurisdiction – will be allowed to pick these products
  - **In Wisconsin**, Personal Shoppers must hold an operator/bartender license issued by their local municipality
- The picking carts – used by our Personal Shoppers “shop” for Customers – are equipped with a roll of stickers labeled with the word “alcohol”
  - Orders containing alcohol beverage products are bagged and labeled with an alcohol sticker *(pictured right)*
  - This sticker enables our Personal Shoppers to clearly identify items that are subject to additional regulatory restrictions
- All picked orders are kept in a secure backroom staging area, not open to the public, and only where Walmart employees are permitted to enter



\*red text indicates a control related to alcohol

# Compliance & Ethics

## Online Grocery Pickup Procedure Guide

### Customer Pickup: Order Review

- Online Grocery Pickup is currently offered between 8am – 8pm (to better serve our customers, select locations offer additional time slots), 7 days a week (except holidays or other store closures)
- When the customer arrives, they “check-in” via the store’s offered methods (phone, app-based, kiosk, *options vary by location*)
- The Personal Shopper assigned to dispense the order uses the handheld device to identify the order number and pull the appropriate totes from the staging areas
- Prior to putting the customer’s order in their vehicle, the Personal Shopper uses their handheld device to review the order with the customer – reviewing substituted items, fragile items, out of stock items, and completing age verification (as needed, based on products in the order)
- This review allows the Customer to ensure they are getting what they want and provides the Customer an opportunity to return or reject any item(s)
- Only Personal Shoppers meeting the age requirements within the governing jurisdiction are allowed to handle and/or dispense orders with alcohol beverage products
- If a Customer’s order includes alcohol beverage product, the personal shopper is prompted by their handheld device that there are restricted items in their order
- If alcohol is not allowed to be sold at the time of dispense, the associate is notified (via their handheld device) that sale of the product is currently restricted, the items are automatically removed from the customer’s digital basket (the customer will not be charged), and the personal shopper will remove the physical product from the order (pictured right)
- The personal shopper will request valid identification – as described in our alcohol disclosure – and enter the customer’s date of birth from the provided identification into their handheld device (pictured below)



\*red text indicates a control related to alcohol

## Compliance & Ethics

### Online Grocery Pickup Procedure Guide

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- After age verification:
  - If the customer is confirmed over 21, the customer can sign for the order, and the personal shopper can place the final order into the customer's vehicle
  - If the customer is under 21 and/or cannot provide a valid ID, the alcohol beverage products are removed from the customer's order and the customer is not charged for these products.  
(pictured right)



#### **Customer Pickup: Dispensing**

- Once the customer and personal shopper have:
  - Reviewed any substituted items, fragile items, and out of stock items
  - Removed any rejected products that the customer no longer wants
  - Verified the customer's age and identification if the order contained any age restricted items (and if necessary, removed age restricted items)
- The customer signs for the order, the customer's account is charged with the final order amount (after removing the cost of any products removed from the customer's order)
- The personal shopper places the all approved products into the customer's vehicle, and the transaction is considered complete

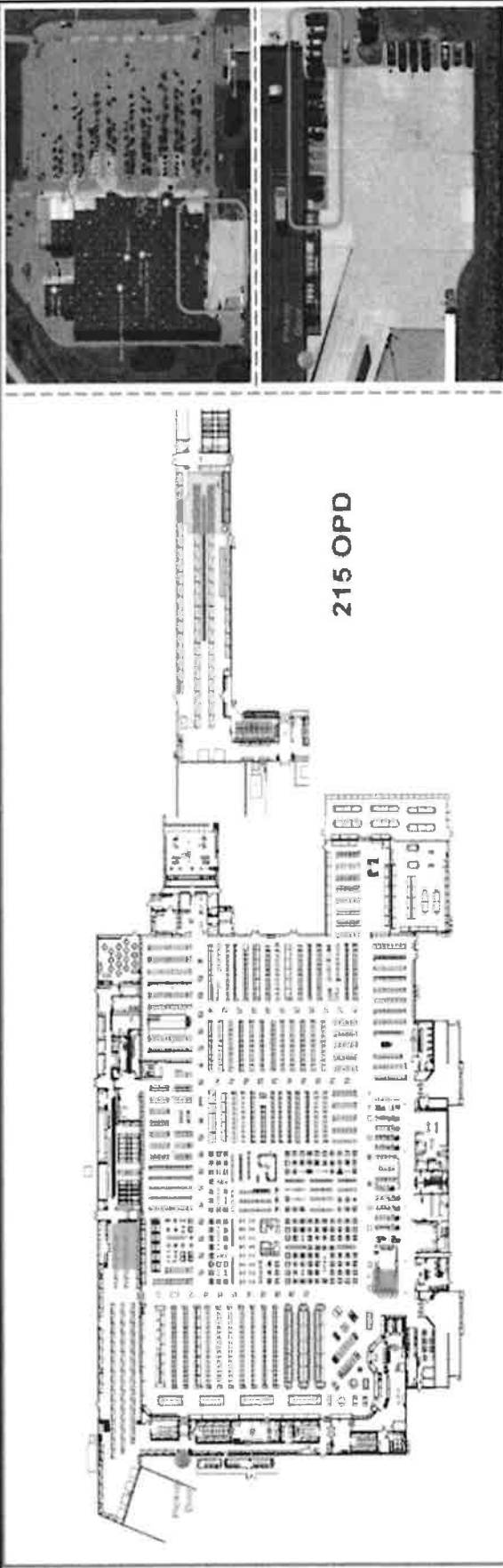


\*red text indicates a control related to alcohol



965 TOMAH, WI

Pickup



215 OPD

Walmart Pickup

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 2019 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 8, 2020

\_\_\_\_\_  
Mike Murray, Mayor

\_\_\_\_\_  
JoAnn Cram, City Clerk

# STAFF COMMITTEE PREPARATION REPORT

**Agenda Item: Tomah Aquatic Center Opening: Schedule and Procedures**

**Summary and Background Information:**

(appropriate documentation attached)-

- o See Attached Schedule, Procedures, Wellness Initiatives, and Swim Lessons.

**Fiscal Note:**

**Recommendation: From June 1<sup>st</sup> Park and Recreation Commission Meeting**

Aquatic Center schedule and procedures: Dir Protz reviewed proposed Wellness Initiatives and Health Safety Guidelines that would permit use of the Aquatic Center, along with proposed schedules designed to accommodate social distancing recommendations as much as possible. There was much discussion and many questions. Dir Protz has been in contact with several local communities and there is a mix of open and closed facilities. The City Council has asked the PRC for a proposal. After review of the guidelines presented by Dir Protz which cover operations, cleaning, modifications to activities at the Aquatic Center (lessons, open swims, required adult supervision, etc.), review of CDC recommendations, and the following verifications, additions, etc....

- Water slides will be closed, the "drop slide" will remain open
- Diving boards will remain in use
- Capacity will be limited to 25% of maximum rating for the facility, max is 610 people, capacity will be limited to 152 and adjusted up/down as conditions seem to dictate
- Further enhancement or lifting of any and all restrictions will be considered on an ongoing basis
- Given the circumstances and capacity limits as well as other conditions, no summer memberships will be sold and use of the Aquatic Center will be on daily fees only (a "card punch" program may be established)
- All citizens, adults, families, are encouraged to understand the guidelines regarding the Aquatic Center's use and make informed decisions as to their own use of the facility a motion was made by Moser, seconded by Evans to direct Dir Protz to present the proposed guidelines to the Council for consideration with a target opening date of June 11. 6 ayes, 1 nay, motion carried.

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Joe Protz, Director

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Date



# TOMAH AQUATIC CENTER

411 EAST HOLTON ST., 608 374-7446

2020 POOL SEASON JUNE 11th-AUGUST 9th  
(TIMES SUBJECT TO CHANGE)

## MONDAY-FRIDAY

**10:00-12:00 PM -PARENT/TOT SWIM** (for children 6 & under in the zero depth area only)

Chaperone Guidelines for Parent/Tot

One adult (18 yrs or older) to 2 children age 4 and younger.

One adult (18 yrs or older) to 4 children ages 5-6.

**10:00-12:00 PM - LAP SWIM** (must sign up for 30 minute sessions) 1 swimmer per lane.

**1:00-5:00 PM -OPEN SWIM**

Chaperone Guidelines for Open Swim

One adult (18 yrs or older) to 2 children age 4 and younger.

One adult (18 yrs or older) to 4 children ages 5-6.

One chaperone (16 yrs or older) to 4 children age 7-10.

Children age 11 and older may attend without a chaperone.

**5:30-6:45 PM -SWIM LESSONS (M-TH) SEE SWIM LESSON FLYER**

## SATURDAY

**10:00-12:00 PM -PARENT/TOT SWIM**

**1:00 - 3:00 PM OPEN SWIM**

**3:00 PM- CLOSED FOR CLEANING**

**4:00-6:00 PM OPEN SWIM**

## SUNDAY

**1:00-3:00 PM - OPEN SWIM**

**3:00 PM CLOSED FOR CLEANING**

**4:00 - 6:00 PM - OPEN SWIM**

## DAILY ADMISSION:

**YOUTH (3-17 yrs old): \$3.00**

**ADULT: \$5.00**

**LAP SWIM \$3.00**

### **\*Pre Pay for Open Swim Online \***

**How to:**

**1.** [www.tomahonline.com](http://www.tomahonline.com)

**2.** click **Tomah Parks & Recreation**

**3.** click **Online Registration** to sign in to existing account or create a new account.

**\*\*Questions? 608-374-7446**

during pool hours starting June 11th\*

\*\*\*Waterslides will be closed for the 2020 Pool Season to allow for larger swim area.

\*\*\*Diving Boards and Drop Slide will be open.

## **AQUATIC CENTER RULES & POLICIES**

- All guest must respect a proper physical distance staying 6-feet from anyone not in your group.
- Customer capacity may be reduced and patrons will be denied entry once the maximum for safe social distancing has been reached.
- No concessions will be available and patrons may bring their own beverages and must be spill proof. No food in deck areas. Patrons must eat all food outside of the Aquatic Center in Buckley Park.
- Loungers will be removed to limit touch points so patrons need to bring their own.
- Do not enter pool if you have a communicable disease or an open cut.
- No horseplay, such as running, pushing, dunking, throwing others, snapping towels, rough play, etc.
- Diaper changing on pool deck is prohibited
- Children who are not toilet trained must wear a swim diaper.
- No balls, swim mask, fins, snorkels, tubes, or toys of any kind are allowed in the pool during open swim hours. Swimmer's goggles are allowed.
- All patrons and guests shall demonstrate respect toward all patrons, guests and staff.
- If you plan to leave the pool and come back (same day), you will need to get your hand stamped by the pool attendant prior to leaving the facility
- The pool will close if there is heavy rainfall, danger of an electrical storm, is unusually cold outside, or due to lack of participants. Contact the pool at (608)374-7446 for further information. Cancellation Hotline: 608-374-7449
- Rain checks will be issued if the pool closes within the first hour of open swimming for any reason, otherwise there are NO daily admission refunds.
- If a child has more than one time-out in a day, they will be removed from the pool with a phone call to the parents.

## **COVID-19 WARNING & TOMAH AQUATIC CENTER REQUIREMENTS**

- The danger of exposure to the coronavirus that causes COVID-19 exists.
- Minors should be supervised in this facility.
- By entering the pool and related facilities, you are taking responsibility for your own protection.
- It is highly recommended that you wash your hands with soap and water frequently.
- Do not use the pool if you have a cough, fever or other symptoms of COVID-19 or GI tract symptoms including nausea, vomiting or diarrhea in the past two weeks.
- Maintain at least 6 feet between yourself and other people who are not a part of your household.
- We recommend wearing a cloth face covering when you are not in the swimming pool or shower.

# AQUATIC CENTER - SWIM LESSONS

411 EAST HOLTON ST., 374-7446

**Parent/Child Aquatics** 6mo to 4yrs, Parent and Child Aquatics helps young children get ready to swim by emphasizing fun in the water. Parents and children participate in several guided practice sessions that help kids learning elementary skills. Children learn basic skills through fun activities, such as blowing bubbles and playing with water toys. Parents with older children work with their swimmer to practice floating, kicking and swimming back to the side of the pool.

\*Limit 10 per class\*

**Learn to Swim (LTS)** 5yrs to Adult, The program is designed for children 6 years all the way up to adults, and students progress through the levels at their own pace, mastering the skills in one level before advancing to the next. Each level of Learn-to-Swim includes training in basic water safety and helping others in an emergency, in addition to stroke development

\*Limit 10 per class\*

- Level 1: Introduction to Water Skills
- Level 2: Fundamental Aquatic Skills
- Level 3: Stroke Development
- Level 4: Stroke Improvement
- Level 5: Stroke Refinement
- Level 6: Swimming and Skill Proficiency

Class schedule subject to change pending enrollment.

Eight 30 minute classes with Friday Make Ups (2 per sessions)

Swim Lesson Fee:

Residents: \$25 Non-Residents: \$45

Residents must show proof of residency

Please Note:

Learn to Swim: Level 1 to 3 will be Parent/Child Classes. Parents will assist child in the pool.

Guards will teach all classes from the deck or shallow areas to practice social distancing.

## SEMESTER 1 (WEEKDAYS)

JUNE 22-JULY 1 Monday-Thursday  
Friday's are weather make-ups,  
limited 2 per session)

PM 1- 5:30pm-6:00pm  
Parent/Child LTS 1,2,4,5

PM 2- 6:15pm-6:45pm  
LTS 1,2,3,4,6

Registration begins June 11th

## SEMESTER 2 (WEEKDAYS)

JULY 6-JULY 16 Monday-Thursday  
Friday's are weather make-ups,  
limited 2 per session)

PM 1- 5:30pm-6:00pm  
Parent/Child, LTS 1,3,4,5

PM 2- 6:15pm-6:45pm  
Parent/Child, LTS 1,2,5,6

Registration begins June 22nd

## SEMESTER 3 (WEEKDAYS)

JULY 20-July 30 Monday-Thursday  
Friday's are weather make-ups,  
limited 2 per session)

PM 1- 5:30pm-6:00pm  
Parent/Child, LTS 2,3,4,6

PM 2- 6:15-6:45pm  
LTS 1,2,3,4,5

Registration begins July 6th

## **\*Online Registration\*** **How to Register**

1. [www.tomahonline.com](http://www.tomahonline.com)
2. click **Tomah Parks & Recreation**
3. click **Online Registration** to sign in to existing account or create a new account
4. Once you have an account, click **Programs** to register

**\*\*Questions? 608-374-7445**

**\*Walk in Registration; Tomah Aquatic Center  
during pool hours starting June 11th\***

## **Tomah Parks & Recreation Department**

### **Aquatic Park Wellness Initiatives**

We continue to monitor the recommendations from the CDC and follow the guidelines set by the State of Wisconsin, Monroe County, and the City Tomah Common Council. The information continues to be fluid with frequent changes. What you see below now, likely won't be the same during your visit. But we are committed to this evolving process.

We want you to have confidence in your time with us to focus on the family memories instead of the worry. We feel it's important to give you as much information as possible about the things we are doing to ensure your safety.

#### **WELLNESS INITIATIVES:**

- We ask that all guests respect a proper physical distance staying 6-feet from anyone not in your group.
- Customer capacity will be reduced to \_\_\_\_ and patrons will be denied entry once the maximum capacity for safe social distancing has been reached.
- (Note 610 is Max currently)
- Markings on the floor will be used to direct customer traffic patterns to minimize interactions and maintain a 6-foot distance within and outside the pool area.
- We will provide sanitizer for proper hand hygiene for employees and customers.
- Signage will be hung, reinforcing proper hygiene.
- Cash-free methods of payment available and encouraged.
- We will be using proper disinfectant when sanitizing.
- We are considering all recommendations provided by the CDC and U.S. public health officials. If masks are required to be worn, we will be ready if mandated.
- Common-area cleaners will wear gloves.
- Continued deep-cleaning of high touch point
- Only one designated entrance way and exist way will be permitted into and out of the pool.

- All interior doors that are able, will be propped open. When doors can't be propped open, sanitation wipes will be readily available.
- We will provide adequate trash receptacles and increase removal frequency to accommodate all customer's needs.
- No shared equipment will be used at any time.

### **PATRON SERVICE WELLNESS INITIATIVES**

- All touch point areas will be sanitized after each transaction.
- We ask that only one family member checks in at the front desk.
- Physical distancing initiatives will be implemented for safe queuing for the slide.
- The CDC states, "There is no evidence that COVID-19 can be spread to humans through the use of pools and hot tubs. Proper operation, maintenance, and disinfection (e.g., with chlorine and bromine) of pools and hot tubs should remove or inactivate the virus that causes COVID-19"
- EPA approved chemicals are used and safety protocols meet or exceed industry standards.
- Loungers will be removed to limit touch points so patrons need to bring their own.
- For Lap Swimming one patron per lane is allowed. Patrons are expected to swim in the middle of the lane to allow for maximum distance.
- Where possible, event attendance should be staggered to minimize overlap and reduce density of patrons.

### **ADDITIONAL WATERPARK PROTOCOLS**

- Lifeguard Chairs will be sanitized during rotation.
- Lifeguards will not be assigned additional duties.
- Each Lifeguard will be assigned their own rescue tube, masks, and First Aid pouch.
- At this time no concessions will be available and patrons will have to bring their own beverages and must be spill proof. No food in deck areas. Must eat outside of Aquatic Center in Buckley Park.

## **STAFF RESPONSIBILITY WELLNESS INITIATIVES**

- Staff will be required to complete wellness and safety training prior to returning to work.
- All shared equipment, including radios, phones, computers, payment area will be sanitized after every use
- Staff will only be allowed into Lifeguard room one at a time and adhere to social distancing guidelines at all times.
- All state and federal guidelines regarding gloves and face masks for staff will be followed.
- All staff are required to stay home if they are feeling ill.
- Staff with exposure or symptoms of COVID-19 will be required to stay home and follow isolation protocol for 14 days.

As more information becomes available, we will continue to make adjustments to support the safety and well-being of patrons and staff. From our staff we take pride in the role we are playing to ensure the wellness of those we serve. We are looking forward to serving you and your family soon!

CITY OF TOMAH  
STAFF COMMITTEE PREPARATION REPORT  
**June 9<sup>th</sup>, 2020**

**Agenda Item:** Request from Jay Larsen to rezone their parcel located at 806 Mclean Ave. from B-Business District to R2-One and Two Family Residential District.

**Summary and background information:** Applicant wishes to rezone the parcel located at 806 Mclean Ave. to R2-One and Two Family Residential. The parcel currently has a single family dwelling and is considered an illegal nonconforming use. The rezone would bring the property into compliance with the City of Tomah zoning ordinances and is consistent with the City of Tomah Future Land Use Map.

**Sec. 52-34. - Residential districts.**

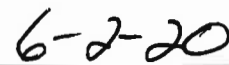
*(b) R-2 one- and two-family residential district.*

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

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

**Recommendation:** Based on review of the application the Plan Commission recommends approval of the rezone as it is consistent with the City of Tomah Comprehensive Plan Future Land Use map.

  
\_\_\_\_\_  
Zoning Administrator

  
\_\_\_\_\_  
Date

**Ordinance No.** \_\_\_\_\_

**ORDINANCE RE-ZONING PROPERTY**  
806 McLean Ave

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

**SECTION ONE:** After Petition, Notice and Public Hearing in accordance with the Wisconsin Statutes and City of Tomah Ordinance, the Common Council of the City of Tomah hereby re-zones the following described real estate from B-Business District to R2 One and Two Family Residential District.

S 1/2 OF LOT 2 & THE N 5' OF LOT 3, BLK 46 OF ORIGINAL PLAT

**SECTION TWO:** All Ordinances or part thereof in conflict with the foregoing are hereby repealed.

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

\_\_\_\_\_  
Michael Murray, Mayor

ATTEST:

\_\_\_\_\_  
JoAnn M. Cram, City Clerk

READ:  
PASSED:  
PUBLISHED:



CITY OF TOMAH  
STAFF COMMITTEE PREPARATION REPORT  
**June 9<sup>th</sup>, 2020**

**Agenda Item:** Request from Peace Lutheran Church to rezone the parcel located at 307 W Warrens St. from B-Business District to I- Institutional District.

**Summary and background information:** Applicant wishes to rezone the parcel located at 307 W Warren St. to I-Institutional District. The parcel is currently a legal nonconforming use operating under a conditional use permit in the B-Business District. Churches are a Principal use in the I-Institutional District (not available when the church was first established). The proposed rezone is consistent with the City of Tomah Comprehensive Plan.

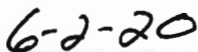
**Sec. 52-39. - I institutional district.**

(a) *Created.* The institutional district is created to acknowledge that certain areas of the city are unique.

(b) *Principal uses.* Hospital, health care, cultural schools, city-owned nonrecreation properties, county, state and federally owned properties, churches. Necessary shops, garages, etc., to provide essential maintenance to buildings, grounds and equipment.

**Recommendation:** Based on review of the application the Plan Commission recommends approval of the rezone as it is consistent with the City of Tomah Comprehensive Plan Future Land Use map.

  
\_\_\_\_\_  
Zoning Administrator

  
\_\_\_\_\_  
Date

**Ordinance No.** \_\_\_\_\_

**ORDINANCE RE-ZONING PROPERTY  
Peace Lutheran Church 307 W Warren Street**

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

**SECTION ONE:** After Petition, Notice and Public Hearing in accordance with the Wisconsin Statutes and City of Tomah Ordinance, the Common Council of the City of Tomah hereby re-zones the following described real estate from B-Business to I-Institutional District.

LOT 1 OF 11CSM248 - #465332, BEING PRT OF NE1/4 OF SW1/4;

**SECTION TWO:** All Ordinances or part thereof in conflict with the foregoing are hereby repealed.

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

\_\_\_\_\_  
Michael Murray, Mayor

ATTEST:

\_\_\_\_\_  
JoAnn M. Cram, City Clerk

READ:  
PASSED:  
PUBLISHED:

## STAFF COMMITTEE PREPARATION REPORT

### Agenda Item:

Clarification on Management Directed Leave/Emergency Leave for City Employees Related to COVID-19

### Summary and Background Information:

(Appropriate Documentation Attached)

The question has arisen as to the intent of the Management Directed leave section of the Emergency Policy that was in effect starting March 23, 2020 and amended on April 6, 2020. The policy states: "Management Directed Leave will be reviewed by the City Council on April 14, 2020 to determine what, if any, modification or extension may be necessary." The policy further goes on to read: "The use of the Emergency leave must be approved in writing by the City Administrator. Any unused emergency leave shall expire with the expiration of the State of Emergency, as extended, or December 31, 2020 whichever is earlier." At the April Council meeting, it was extended until the May Council meeting. The following is from the May 12 Council minutes:

**5. Extension of Emergency Declaration.** It was determined that it would be beneficial to extend the Emergency Declaration. Motion by Scholze, second by Gigous to extend the Declaration of Emergency to end on the State's Emergency Order end date or the June Council meeting, whichever comes first. Motion passes without negative vote.

Employee Rights under the Families First Coronavirus Response Act provides qualifying reasons for leave related to COVID-19 and authorizes up to two weeks of fully paid or partially paid sick leave for COVID 19 related reasons through December 31, 2020. Up to 12 weeks of paid sick leave and expanded family and medical leave paid at 2/3 for qualifying reasons is authorized under this Act.


Clarification is requested as to the status of the "Amended Coronavirus (COVID-19) Temporary/Emergency Policy Dated April 6, 2020" and the intent of those provisions going forward. If the qualifying reasons aren't met, but the department head feels the employee should not report to work for COVID related circumstances, how do you wish us to proceed?

### Recommendation:

It is requested that the Committee of the Whole provide a recommendation to the Common Council regarding COVID related leave for employees going forward.

  
\_\_\_\_\_  
JoAnn M. Cram, City Clerk

6-2-2020  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Mike Murray, Mayor

6/2/2020  
\_\_\_\_\_  
Date

Committee: Committee of the Whole/Common Council  
Meeting Date: June 8-9, 2020

# EMPLOYEE RIGHTS

## PAID SICK LEAVE AND EXPANDED FAMILY AND MEDICAL LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

### ► PAID LEAVE ENTITLEMENTS

Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to \$511 daily and \$5,110 total;
- $\frac{2}{3}$  for qualifying reasons #4 and 6 below, up to \$200 daily and \$2,000 total; and
- Up to 12 weeks of paid sick leave and expanded family and medical leave paid at  $\frac{2}{3}$  for qualifying reason #5 below for up to \$200 daily and \$12,000 total.

A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

### ► ELIGIBLE EMPLOYEES

In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). *Employees who have been employed for at least 30 days prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.*

### ► QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19

An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to telework, because the employee:

- |   |   |
|---|---|
| <ol style="list-style-type: none"><li>1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;</li><li>2. has been advised by a health care provider to self-quarantine related to COVID-19;</li><li>3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;</li><li>4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);</li></ol> | <ol style="list-style-type: none"><li>5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or</li><li>6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.</li></ol> |
|---|---|

### ► ENFORCEMENT

The U.S. Department of Labor's Wage and Hour Division (WHD) has the authority to investigate and enforce compliance with the FFCRA. Employers may not discharge, discipline, or otherwise discriminate against any employee who lawfully takes paid sick leave or expanded family and medical leave under the FFCRA, files a complaint, or institutes a proceeding under or related to this Act. Employers in violation of the provisions of the FFCRA will be subject to penalties and enforcement by WHD.



**WAGE AND HOUR DIVISION**  
UNITED STATES DEPARTMENT OF LABOR

For additional information  
or to file a complaint:

**1-866-487-9243**

TTY: 1-877-889-5627

[dol.gov/agencies/whd](https://dol.gov/agencies/whd)



WH1422 REV 03/20

- leave is requested because the child's school or place of care is closed, or child care provider is unavailable, due to COVID-19 related reasons; and
- an authorized officer of the business has determined that at least one of the three conditions described in Question 58 is satisfied.

The Department encourages employers and employees to collaborate to reach the best solution for maintaining the business and ensuring employee safety.

**60. How do I know if I can receive paid sick leave for a Federal, State, or local quarantine or isolation order related to COVID-19?**

For purposes of the FFCRA, a Federal, State, or local quarantine or isolation order includes quarantine or isolation orders, as well as shelter-in-place or stay-at-home orders, issued by any Federal, State, or local government authority that cause you to be unable to work (or to telework) even though your employer has work that you could perform but for the order. You may not take paid sick leave for this qualifying reason if your employer does not have work for you as a result of a shelter-in-place or a stay-at-home order. In the instance where your employer does not have work for you as a result of a shelter-in-place or a stay-at-home order, please see [Questions 23-27](#).

**61. When am I eligible for paid sick leave to self-quarantine?**

You are eligible for paid sick leave if a health care provider directs or advises you to stay home or otherwise quarantine yourself because the health care provider believes that you may have COVID-19 or are particularly vulnerable to COVID-19, and quarantining yourself based upon that advice prevents you from working (or teleworking).

**62. I am an employee. I become ill with COVID-19 symptoms, decide to quarantine myself for two weeks, and then return to work. I do not seek a medical diagnosis or the advice of a health care provider. Can I get paid for those two weeks under the FFCRA?**

Generally no. If you become ill with COVID-19 symptoms, you may take paid sick leave under the FFCRA only to seek a medical diagnosis or if a health care provider otherwise advises you to self-quarantine. If you test positive for the virus associated with COVID-19 or are advised by a health care provider to self-quarantine, you may continue to take paid sick leave. You may not take paid sick leave under the FFCRA if you unilaterally decide to self-quarantine for an illness without medical advice, even if you have COVID-19 symptoms. Note that you may not take paid sick leave under the FFCRA if you become ill with an illness not related to COVID-19. Depending on your employer's expectations and your condition, however, you may be able to telework during your period of quarantine.

## AMENDED CORONAVIRUS (COVID-19) TEMPORARY/EMERGENCY POLICY

DATED APRIL 6, 2020

### 1. INTENT AND DECLARATION OF POLICY

This policy is being implemented in response to the recent outbreak of the novel coronavirus disease (COVID-19), which is a dangerous respiratory illness that can spread from person to person. This constitutes a public health emergency. This policy is established pursuant to the powers granted by Wisconsin Statutes sections 62.09 (8)(a), 323.11, and 323.14(4) and shall remain in effect unless and until terminated by action of the mayor of the City of Tomah or the Common Council of the City of Tomah.

The intent of the policy is to establish guidelines and procedures to address any contagious or infectious outbreak, to ensure the continuous operation of the City government, and to ensure the safety of City employees. The safety of our workforce and community is our highest priority. The city is committed to providing employees a safe and healthy work environment. Together we share a responsibility to help prevent the spread of illnesses in our community. Employees have an obligation to implement the recommendations made by the Centers of Disease Control and Wisconsin Department of Health Services to help keep the spread of the virus to a minimum.

The City of Tomah Personnel Policy Manual and all collective bargaining agreements remain in effect. To the extent this policy conflicts with such manual and agreements, this policy shall be controlling during the duration of the public health emergency. Nothing in this policy shall be considered precedent-setting, and the entirety of this policy is subject to change as the COVID-19 situation evolves. This policy may be updated or terminated as changing circumstances warrant.

Department heads and supervisors are expected to adhere to the guidance provided in this policy in responding to employee concerns and questions. Department leadership has a responsibility to ensure compliance with all applicable provisions of these guidelines including those that require greater flexibility in determining schedules, work assignments, locations, scheduling and use of paid time off and other related employment matters. Department heads and supervisors are further expected to separately track expenses incurred due to the COVID-19 State of Emergency.

### 2. CITY OPERATIONS

For the good of the residents of the City of Tomah, to the extent possible, all activities conducted by the City of Tomah government must remain in operation. Irrespective of changing events, essential services including but not limited to those conducted by the City of Tomah Police Department, City of Tomah Fire Department and City of Tomah Ambulance Service, and essential services performed by the Department of Public Works, City Clerk's office and Treasurer shall continue.

To help mitigate the spread of COVID-19 in our community, department heads are asked to exercise judgment to protect employees and their families from unnecessary person-to-person contact. Additional measures to prevent the spread of disease include conducting business by telephone or email instead of in-person meetings and cancelling or rescheduling trainings, testing and other group events.

### 3. COLLECTIVE BARGAINING AGREEMENTS/MANAGEMENT RIGHTS

The City of Tomah's collective bargaining agreements with each respective group broadly recognize the City's management rights to take whatever action is necessary to carry out the functions of the City and individual departments in situations of emergency. The COVID-19 crisis is an emergency as contemplated by such collective bargaining agreements. Effective immediately, all provisions of each of the City of Tomah's collective bargaining agreements anticipated by and related to the City's power to act in an emergency are activated to the fullest extent possible. Directive 20-01 from the Chief of Police is incorporated herein to the extent not modified by this policy.

### 4. EMPLOYEES WITH COVID-19 SYMPTOMS, EXPOSURE, OR CONFIRMED CASES

a. Unless otherwise recommended and/or exempt by the Centers for Disease Control (i.e. first/emergency responders), employees who have cold or flu-like symptoms similar to COVID-19 will be required to stay home during the entire period of illness and not return to work until they are free of any symptoms for at least 24 hours without the use of fever-reducing or other symptom-altering medicines. See the Centers for Disease Control website (<http://www.cdc.gov/coronavirus/2019-ncov/index.html>) for a list of symptoms. Such employees shall be required to use any accrued leave available to them even if they are excluded from work by their supervisor. As a way to decrease the strain on healthcare systems, return to work certificates will not be required for absences solely related to employees who have cold or flu-like symptoms similar to COVID-19.

b. Unless otherwise recommended and/or exempt by the Centers for Disease Control (i.e. first/emergency responders), if an employee is identified by a medical provider or a public health authority as having potential exposure to a confirmed case of COVID-19, as defined by the Centers for Disease Control's most recent criteria, the employee will be quarantined and will be required to stay at home for 14 days and monitor for symptoms. If symptoms develop or the employee tests positive for COVID-19, the employee will remain in isolation until a determination is made by the public health authority, in coordination with the Centers for Disease Control, that the individual is no longer infectious.

c. Regardless of any exemptions as set forth above, the following shall apply to all employees:

1). Employees who test positive for COVID-19 or have had close contact with someone who has tested positive for COVID-19 must notify their supervisor (who shall promptly notify the City Administrator) of the reason for their absence as soon as practicable.

2). Supervisors and the City Administrator are required to maintain the confidentiality of the names of any such employees or other individuals known to have tested positive for COVID-19.

3). A positive test for COVID-19 will be treated as a Family Medical Leave Act qualifying event.

d. First/Emergency Responders are defined by the City as all non-clerical employees of the Police Department, Fire Department and Ambulance Service unless designated otherwise by the Chief of Police, Fire Chief and Ambulance Director and approved of the City Administrator.

## 5. WORK ACCOMMODATIONS/LEAVE POLICY

a. For employees eligible under state or federal Family Medical Leave Act (FMLA) or the Emergency Family and Medical Leave Expansion Act ("EFMLEA") who need to be absent from work for a FMLA/EFMLEA qualifying event, the employee must submit the necessary paperwork to the City Clerk in a manner prescribed by said Office. Submissions may be done electronically as warranted.

b. Under this emergency policy, the City shall have the right to make temporary changes on a day-to-day basis in the assignment of personnel within and between all City departments. Employees, upon proper notification when possible, shall immediately report to the reassigned temporary position and thereafter perform the work shift of that department for the duration of the reassignment.

c. Employees may request to use paid sick leave or other paid time off to care for family members who are ill which may not otherwise qualify under Emergency Leave, FMLA or the Emergency Family and Medical Leave Expansion Act ("EFMLEA"). Normal procedures shall be followed.

d. The use of sick time or other paid time off taken in accordance with this policy will not be counted towards any sick leave abuse policy. However, employees who falsify the reason for taking sick time or other paid time off under this policy will be subject to discipline, up to and including termination.

## 6. GUIDANCE-CITY SERVICES AND PUBLIC VISITORS

Effective 12:01 a.m. Tuesday, March 24, 2020

a. Public spaces will be closed to public visitor access until further notice. Public visitors will still be allowed at the Clerk's office, City Treasurer and Police Station.

b. City offices are still open to internal staff for internal business operations.

c. Department Heads should pursue and accommodate workspace and meeting space changes and practices that allow social distancing between employees who continue to work in the office.



d. Employees who work with the public and whose job duties are substantially reduced or eliminated by closing public visitor access may be reassigned to help fulfill other essential services as further set forth in paragraph 5(b).

## 7. GUIDANCE-PAID LEAVE FOR ILLNESS OR QUARANTINE

To ensure all employees have adequate leave balances in case of illness, quarantine or respite:

a. MANAGEMENT-DIRECTED LEAVE: All full-time City employees including first responders and hourly employees will receive up to 80 hours of Management-Directed Leave for use during any pay period from March 22, 2020 through April 18, 2020. All part-time City employees including first responders and hourly employees will receive up to two-weeks of pay based on the number of hours the employee works, on average, over a two-week period (or if the employee has variable hours of work each week, the employee's average hours of work over the preceding six (6) months). Management-Directed Leave balances will be manually maintained by the Payroll Department.

Management-Directed Leave will be paid to an employee when specifically directed by management not to come into work for part or all of a scheduled shift. The purpose of Management-Directed Leave is to provide management with flexibility in scheduling to ensure that essential services of the City will remain operational during the COVID-19 pandemic. The use of such management-directed leave must be approved in writing by the City Administrator.

Management-Directed Leave will be reviewed by the City Council on April 14, 2020 to determine what, if any, modification or extension may be necessary.

b. EMERGENCY LEAVE: All full-time City employees including first responders and hourly employees will receive 80 hours of Emergency Leave for use during the state of emergency as declared by the City of Tomah. All part-time City employees including first responders and hourly employees will receive two-weeks of pay based on the number of hours the employee works, on average, over a two-week period (or if the employee has variable hours of work each week, the employee's average hours of work over the preceding six (6) months). Emergency Leave balances will be manually maintained by the Payroll Department and subject to the rules, regulations and caps of the Emergency Paid Sick Leave Act except as modified herein.

In accordance with the Emergency Paid Sick Leave Act ("EPSLA"), emergency leave will be paid to an employee who is unable to work, or telework, due to COVID-19, because the employee:

1. Is subject to a federal, state, or local quarantine or isolation order;
2. Has been advised by a health care provider to self-quarantine;
3. Is experiencing symptoms of COVID-19 and is seeking a medical diagnosis;
4. Is caring for an individual subject (or advised) to quarantine or isolation;

5. Is caring for a son or daughter whose school or place of care is closed, or childcare provider is unavailable, due to COVID-19 precautions; or
6. Is experiencing substantially similar conditions as specified by the Secretary of Health and Human Services

The use of such emergency leave must be approved in writing by the City Administrator. Any unused emergency leave shall expire with the expiration of the State of Emergency, as extended, or December 31, 2020 whichever is earlier.

b. SICK LEAVE: All City employees can access their unearned 2020 projected sick leave balances immediately. Provided, however, any use of unearned sick leave will be expected to be repaid using future accumulation.

c. VACATION: Vacation accrual time will be allowed to exceed the current maximum allowed accumulation but must be used prior to December 31, 2020. Such vacation hours that exceed the current maximum will be manually maintained by the Payroll Department.

Dated this 6 day of April, 2020.

  
Roger Gorius, City Administrator

EMERGENCY LEAVE CLARIFICATION  
April 6, 2020

There are a few more clarifications that are being made after a meet held earlier today with administration, the council president and mayor. We are modifying the coding for timesheets. Please use the following coding for your timesheets that were due this week and going forward until further notice.

MANAGEMENT DIRECTED LEAVE (In addition to the Emergency Leave)

MANAGEMENT-DIRECTED LEAVE: All full-time City employees including first responders and hourly employees will receive up to 80 hours of Management-Directed Leave for use during any pay period from March 22, 2020 through April 18, 2020. All part-time City employees including first responders and hourly employees will receive up to two-weeks of pay based on the number of hours the employee works, on average, over a two-week period (or if the employee has variable hours of work each week, the employee's average hours of work over the preceding six (6) months). Management-Directed Leave balances will be manually maintained by the Payroll Department.

Management-Directed Leave will be paid to an employee when specifically directed by management not to come into work for part or all of a scheduled shift. The purpose of Management-Directed Leave is to provide management with flexibility in scheduling to ensure that essential services of the City will remain operational during the COVID-19 pandemic. For example, wanting to stagger the workforce to ensure coverage in the event of an essential getting sick. The use of such management-directed leave must be approved in writing by the City Administrator.

Management-Directed Leave will be reviewed by the City Council on April 14, 2020 to determine what, if any, modification or extension may be necessary.

The following codes on time sheets should be used:

- M1 Sent home from work as directed by the supervisor.
- M2 Working from home as directed by supervisor.

EMERGENCY LEAVE (Note: This is the same leave provided by the EPSLA except the City is including first responders)

EMERGENCY LEAVE: All full-time City employees including first responders and hourly employees will receive 80 hours of Emergency Leave for use during the state of emergency as declared by the City of Tomah. All part-time City employees including first responders and hourly employees will receive two-weeks of pay based on the number of hours the employee works, on average, over a two-week period (or if the employee has variable hours of work each

week, the employee's average hours of work over the preceding six (6) months). Emergency Leave balances will be manually maintained by the Payroll Department and subject to the rules, regulations and caps of the Emergency Paid Sick Leave Act except as modified herein.

In accordance with the Emergency Paid Sick Leave Act ("EPSLA"), emergency leave will be paid to an employee who is unable to work, or telework, due to COVID-19, because the employee:

1. Is subject to a federal, state, or local quarantine or isolation order;
2. Has been advised by a health care provider to self-quarantine;
3. Is experiencing symptoms of COVID-19 and is seeking a medical diagnosis;
4. Is caring for an individual subject (or advised) to quarantine or isolation;
5. Is caring for a son or daughter whose school or place of care is closed, or childcare provider is unavailable, due to COVID-19 precautions; or
6. Is experiencing substantially similar conditions as specified by the Secretary of Health and Human Services

The use of such emergency leave must be approved in writing by the City Administrator. Any unused emergency leave shall expire with the expiration of the State of Emergency, as extended, or December 31, 2020 whichever is earlier.

The following codes on time sheets should be used:

- EL1 Individual who is home quarantined because of symptoms or exposure to the Covid-19 virus
- EL2 Caring for an individual who is quarantined or in isolation.
- EL3 In care of a son or daughter who does not have other means of daycare or is not at school.

#### OTHER

- WC1 At home because employee is afraid to come to work. (It is important to note that if an employee is at home for this reason they are required to use leave time if they wish to be paid.) We are tracking this for workers compensation/

**PLEASE TAKE NOTICE IT IS A REQUIREMENT THAT ALL ALTERED SCHEDULES MUST BE SENT TO THE CITY ADMINISTRATOR FOR HIS APPROVAL AT SUCH TIME AS THE PROPOSED SCHEDULE IS KNOWN. NO MANAGEMENT-DIRECTED LEAVE OR EMERGENCY LEAVE WILL BE PAID OUT WITHOUT PRIOR AUTHORIZATION BY THE CITY ADMINISTRATOR. FAILURE TO OBTAIN SUCH APPROVAL COULD LEAD TO A LACK OF QUALIFYING FOR SAID LEAVE. IT IS IMPERATIVE THAT THE CITY EMPLOYMENT FORCE IS USED AS EFFICIENTLY AND INTELLIGENTLY DURING THIS COVID-19 CRISIS. BY STREAMLINING THIS INFORMATION, IT WILL ENABLE BOOKKEEPING REQUIREMENTS TO BE MET AND EMPLOYEES WHO MAY BE AVAILABLE TO WORK IN OTHER AREAS TO BE IDENTIFIED. WE GREATLY APPRECIATE YOUR WORK AND COOPERATION DURING THIS TIME.**

## STAFF COMMITTEE PREPARATION REPORT

### Agenda Item:

Discussion of Authorizing the City Clerk to Issue Bartender (Operator's) Licenses

### Summary and Background Information:

(Appropriate Documentation Attached)

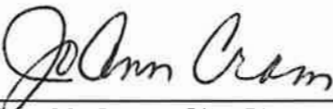
Recent legislation was passed that authorizes City Clerks to issue bartender licenses without Council action. This would require an amendment to Chapter 4 of the Municipal Code. The City Clerk currently issues Provisional Licenses (temporary 60 day bartender licenses) in conjunction with the Police Chief in reviewing the applications. We would use the same criteria as the provisional license and the application would still have the opportunity to come before the Committee of the Whole/Common Council if there are extenuating circumstances and the qualifications are not met satisfactorily for the Police Chief and/or City Clerk. Prior to this recent legislative action, bartender licenses were required to be approved by the governing body. That is no longer the case.

### Fiscal Note:


N/A

### Recommendation:

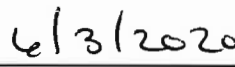
It is recommended that the Committee of the Whole recommend the Common Council authorize the City Clerk to draft an amendment to the ordinance allowing the City Clerk/Police Chief authority to approve bartender licenses and renewals without Council action.



JoAnn M. Cram, City Clerk

  
Date

Mike Murray, Mayor

  
Date

Committee: Committee of the Whole/Common Council

Meeting Date: June 8-9, 2020

Sec. 4-27. - Application for licenses identified in section 4-25.

- (a) *Form of sworn application.* All applications, except for operator's licenses, shall be made in writing on the form prescribed by the state department of revenue and shall be sworn to by the applicant as provided by Wis. Stats. § 887.01.
- (b) *Filing.* The application shall be filed with the city clerk not less than 15 days before the next meeting of the committee of the whole.
- (c) *Contents of application.* The premises shall be physically described on the application to include every room and storage space to be covered by the license, including all rooms not separated by a solid wall or joined by connecting entrances.
- (d) *Publication costs.* Each application shall be accompanied by the cost of publication required by Wis. Stats. § 125.04(3)(g) and shall be published as therein prescribed.
- (e) *Council approval required.* Unless otherwise designated, licenses required by this chapter shall be issued by the city clerk only with approval of the common council. Opportunity shall be given by the committee of the whole and the common council to any person to be heard for or against the granting of any license.

(Code 1993, § 12.03(5)(a); Ord. No. 2015-12-08-D, § 3, 12-8-2015)

Sec. 4-66. - Issuance by city clerk.

- (a) *Application—Issuance to city clerk.* All applications shall be made in writing on a form prescribed by the city clerk and shall be sworn to by the applicant as provided by WI Stats. § 887.01.
- (b) *Qualifications and requirements for provisional and regular operator's licenses.* The following requirements shall be met in order to qualify for a provisional or regular operator's license:
  - (1) The applicant has not previously been denied a license by the common council within the preceding six months.
  - (2) If required, the applicant has enrolled in a responsible beverage server training course pursuant to Wis. Stats. § 125.17(6) that is to be completed during the term of the provisional operator's license. Regular operator license applications will not be processed until proof of completion of the responsible beverage server training course is provided.
  - (3) The applicant has paid a fee as indicated on the schedule of fees adopted from time to time by resolution of the common council and kept on file in the office of the city clerk.
  - (4) The application filed by the applicant does not include any incomplete, misleading or falsified information pertaining to either the identification of the applicant or to any event occurring within five years prior to the date of application.
  - (5) The application filed by the applicant does not disclose any of the following:
    - a. Any nonfelony alcohol-related conviction or pending charges within the last 12 months.
    - b. A history of nonfelony alcohol-related convictions as long as the most current conviction or arrest is within the last 24 months.
    - c. Any nonfelony drug related convictions or pending charges within the last 12 months.
    - d. Any nonfelony conviction or pending charges within the last 36 months which involve resisting arrest, battery to a police officer or obstructing justice in direct connection to activity at a licensed alcohol establishment.
    - e. Two or more nonfelony convictions or pending charges in the last 24 months for disorderly behavior type offenses if they occurred in direct connection to activity at a licensed alcohol establishment.
    - f. One or more felony convictions in the last ten years involving alcohol or drugs.
    - g. Any other arrest or conviction that is reasonably determined to be substantially related to the circumstances of the licensed activity. The reasons for such a determination shall be stated in writing with particularity by the governing body making said determination.
  - (6) The applicant has no outstanding fines, forfeitures, penalties, assessments or user fees owed to the city.
  - (7) Provisional license. The city clerk may issue provisional operator's licenses in accordance with Wis. Stats. § 125.17(5). The applicant must receive approval of the city police department prior to the issuance of a provisional operator's license. A provisional license may not be issued to any person(s) who has had his/her operator's license revoked or suspended within the preceding 12 months.
- (c) The provision set forth in section 4-36 shall also apply to operator's licenses.
- (d) *Term; renewal application.* Operator licenses will expire on June 30 of even numbered years and shall also be reviewed prior to renewal under the standards set forth in this chapter.

(Code 1993, § 12.03(5)(c)1; Ord. No. 2015-12-08-D, § 9, 12-8-2015)

## STAFF COMMITTEE PREPARATION REPORT

### Agenda Item:

Clarification Regarding Vacation Accrual Over Maximum Allowed Due to COVID-19 and Sick Leave Access to Unearned 2020 Balances

### Summary and Background Information:

(Appropriate Documentation Attached)

As part of the Amended Coronavirus (COVID-19) Temporary/Emergency Policy dated April 6, 2020, the Common Council authorized vacation accruals to exceed the maximum amount allowed for employees that were close or at maximum. It was determined that the vacation accrued in excess would be allowed to accumulate (and tracked manually), but would need to be used prior to December 31<sup>st</sup>. Another part of the policy was that all City employees could access their unearned 2020 projected sick leave balances immediately, provided that any use of the unearned sick leave would be expected to be repaid using future accumulation. The Emergency Declaration Policy ended on the State's Emergency Order end date per a motion by the Council at the May 12<sup>th</sup> meeting.

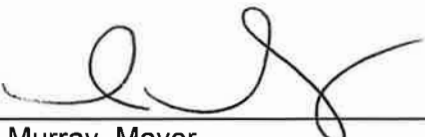
### Fiscal Note:

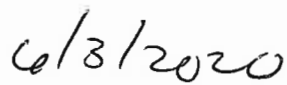
### Recommendation:

It is requested that that the Common Council officially stop or extend the accumulation of vacation that exceeds the allowed amount as well as the unearned 2020 projected sick leave balances being immediately available through 2020 effective with the payroll that begins on June 14<sup>th</sup> .

  
\_\_\_\_\_  
JoAnn M. Cram, City Clerk

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Mike Murray, Mayor

  
\_\_\_\_\_  
Date

Committee: Committee of the Whole/Common Council

Meeting Date: June 8-9, 2020



5. Is caring for a son or daughter whose school or place of care is closed, or childcare provider is unavailable, due to COVID-19 precautions; or
6. Is experiencing substantially similar conditions as specified by the Secretary of Health and Human Services

The use of such emergency leave must be approved in writing by the City Administrator. Any unused emergency leave shall expire with the expiration of the State of Emergency, as extended, or December 31, 2020 whichever is earlier.

\* { b. SICK LEAVE: All City employees can access their unearned 2020 projected sick leave balances immediately. Provided, however, any use of unearned sick leave will be expected to be repaid using future accumulation.

c. VACATION: Vacation accrual time will be allowed to exceed the current maximum allowed accumulation but must be used prior to December 31, 2020. Such vacation hours that exceed the current maximum will be manually maintained by the Payroll Department.

Dated this 6 day of April, 2020.

  
Roger Gorius, City Administrator

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:    | \$185,016.98        | Check #'s:   | 127472-127571<br>127598-127720 |
| 2. Payroll:            | \$223,685.13        | Dir Dep #'s: | 9292122-9292335                |
| 3. Wire/ACH Transfers: | \$107,476.30        |              |                                |
| 4. Invoices:           | \$25,732.53         |              |                                |
| Total:                 | <u>\$541,910.94</u> |              |                                |

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

Requested by: Finance Department

Submitted by: Committee of the Whole

June 8, 2020



| Vendor | Vendor Name | Invoice Number | Description | Invoice Date | GL Account and Title | Net<br>Invoice Amount | Date Paid |
|--------|-------------|----------------|-------------|--------------|----------------------|-----------------------|-----------|
|--------|-------------|----------------|-------------|--------------|----------------------|-----------------------|-----------|

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_ Murray, Mike

City Council: \_\_\_\_\_ Cram, Jeff

\_\_\_\_\_  
Evans, Donna\_\_\_\_\_  
Peterson, Dean\_\_\_\_\_  
Kiefer, Lamont\_\_\_\_\_  
Gigous, Adam\_\_\_\_\_  
Scholze, Travis\_\_\_\_\_  
Yarrington, Richard\_\_\_\_\_  
Zabinski, Shawn

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                      | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| <b>127472</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127472          | 11               | ACE HARDWARE               | 586766            | 1                   | 01-55401-3400         | .00               | 7.76              | 7.76            |
| 05/20         | 05/01/2020          | 127472          | 11               | ACE HARDWARE               | 587725            | 1                   | 01-55200-3400         | .00               | 39.95             | 39.95           |
| 05/20         | 05/01/2020          | 127472          | 11               | ACE HARDWARE               | 589226            | 1                   | 01-52200-3500         | .00               | 16.99             | 16.99           |
| 05/20         | 05/01/2020          | 127472          | 11               | ACE HARDWARE               | 589496            | 1                   | 01-53311-3502         | .00               | 17.75             | 17.75           |
| Total 127472: |                     |                 |                  |                            |                   |                     |                       | .00               | 82.45             |                 |
| <b>127473</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127473          | 32               | ALLIED COOPERATIVE         | 042820            | 1                   | 01-53311-3403         | .00               | 301.97            | 301.97          |
| Total 127473: |                     |                 |                  |                            |                   |                     |                       | .00               | 301.97            |                 |
| <b>127474</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127474          | 34               | ALLSTATE PETERBILT OF TOM  | 5204143952        | 1                   | 01-53311-3402         | .00               | 47.10             | 47.10           |
| Total 127474: |                     |                 |                  |                            |                   |                     |                       | .00               | 47.10             |                 |
| <b>127475</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127475          | 1878             | ANDREW RINEHART            | 010520            | 1                   | 03-52300-1390         | .00               | 27.71             | 27.71           |
| Total 127475: |                     |                 |                  |                            |                   |                     |                       | .00               | 27.71             |                 |
| <b>127476</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127476          | 54               | ARTS TREE & LAWN SERVICE L | 761               | 1                   | 01-53311-3405         | .00               | 1,369.50          | 1,369.50        |
| Total 127476: |                     |                 |                  |                            |                   |                     |                       | .00               | 1,369.50          |                 |
| <b>127477</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127477          | 1868             | AUBURN COLEMAN             | 010520            | 1                   | 01-46723              | .00               | 45.00             | 45.00           |
| Total 127477: |                     |                 |                  |                            |                   |                     |                       | .00               | 45.00             |                 |
| <b>127478</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127478          | 61               | AUTO VALUE TOMAH           | 522142297         | 1                   | 01-51600-3500         | .00               | 3.98              | 3.98            |
| 05/20         | 05/01/2020          | 127478          | 61               | AUTO VALUE TOMAH           | 522143074         | 2                   | 01-55200-3500         | .00               | 120.97            | 120.97          |
| Total 127478: |                     |                 |                  |                            |                   |                     |                       | .00               | 124.95            |                 |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                     | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|---------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| <b>127479</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127479          | 1693             | BATTERIES & BULBS         | P25928973         | 1                   | 01-52200-3400         | .00               | 57.80             | 57.80           |
| Total 127479: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 57.80           |
| <b>127480</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127480          | 81               | BERNIE BUCHNER INC        | 864023            | 1                   | 01-51600-3500         | .00               | 8,850.00          | 8,850.00        |
| Total 127480: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 8,850.00        |
| <b>127481</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127481          | 84               | BEST KEPT PORTABLES LLC   | 21551             | 1                   | 01-51440-3100         | .00               | 180.00            | 180.00          |
| Total 127481: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 180.00          |
| <b>127482</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127482          | 1060             | BOBCAT OF THE COULEE REGI | 010520            | 1                   | 01-53311-3402         | .00               | 2,500.00          | 2,500.00        |
| Total 127482: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 2,500.00        |
| <b>127483</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127483          | 96               | BOUND TREE MEDICAL LLC    | 83593891          | 1                   | 03-52300-3400         | .00               | 403.08            | 403.08          |
| 05/20         | 05/01/2020          | 127483          | 96               | BOUND TREE MEDICAL LLC    | 83594933          | 1                   | 03-52300-3400         | .00               | 224.43            | 224.43          |
| Total 127483: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 627.51          |
| <b>127484</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127484          | 102              | BRENENGEN CHRYSLER FORD   | 30840             | 1                   | 01-52100-3500         | .00               | 26.95             | 26.95           |
| Total 127484: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 26.95           |
| <b>127485</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127485          | 1354             | CARLSON DETTMANN CONSUL   | 172935            | 1                   | 01-51415-2100         | .00               | 250.00            | 250.00          |
| Total 127485: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 250.00          |
| <b>127486</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127486          | 128              | CENTURYLINK               | 010520            | 1                   | 03-52300-2230         | .00               | 105.57            | 105.57          |
| 05/20         | 05/01/2020          | 127486          | 128              | CENTURYLINK               | 200501            | 1                   | 01-53510-2230         | .00               | 62.04             | 62.04           |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                    | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|--------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 200501         | 2                | 01-51600-2230      | .00            | 35.52          | 35.52        |
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 200501         | 3                | 02-56910-2230      | .00            | 62.04          | 62.04        |
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 200501         | 4                | 01-53311-2230      | .00            | 272.48         | 272.48       |
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 300420         | 1                | 04-56600-2230      | .00            | 52.48          | 52.48        |
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 300420         | 2                | 01-15210           | .00            | 52.47          | 52.47        |
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 300420-1       | 1                | 01-51420-2230      | .00            | 31.02          | 31.02        |
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 301313466-4    | 1                | 01-51200-2230      | .00            | 30.78          | 30.78        |
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 301313478-0    | 1                | 01-55300-2220      | .00            | 89.56          | 89.56        |
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 301313478-0    | 2                | 01-55402-2220      | .00            | 89.56          | 89.56        |
| 05/20         | 05/01/2020       | 127486       | 128           | CENTURYLINK              | 301313479-0    | 1                | 01-55200-2200      | .00            | 38.47          | 38.47        |
| Total 127486: |                  |              |               |                          |                |                  |                    | .00            | 921.99         |              |
| <b>127487</b> |                  |              |               |                          |                |                  |                    |                |                |              |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 1                | 01-52100-2230      | .00            | 624.30         | 624.30       |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 2                | 01-51200-2230      | .00            | 17.84          | 17.84        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 3                | 01-51520-2230      | .00            | 71.35          | 71.35        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 4                | 01-51415-2230      | .00            | 17.84          | 17.84        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 5                | 01-51420-2230      | .00            | 35.67          | 35.67        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 6                | 01-51100-2230      | .00            | 17.84          | 17.84        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 7                | 01-51530-2230      | .00            | 17.84          | 17.84        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 8                | 01-51410-2230      | .00            | 17.84          | 17.84        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 9                | 01-52400-2230      | .00            | 17.84          | 17.84        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 10               | 01-53100-2230      | .00            | 59.46          | 59.46        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 11               | 01-15610           | .00            | 23.78          | 23.78        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 12               | 01-15620           | .00            | 23.78          | 23.78        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 13               | 01-55200-2230      | .00            | 35.67          | 35.67        |
| 05/20         | 05/01/2020       | 127487       | 127           | CENTURYLINK BUSINESS SER | 1489813803     | 14               | 01-52200-2230      | .00            | 17.84          | 17.84        |
| Total 127487: |                  |              |               |                          |                |                  |                    | .00            | 998.89         |              |
| <b>127488</b> |                  |              |               |                          |                |                  |                    |                |                |              |
| 05/20         | 05/01/2020       | 127488       | 173           | CRAM'S COMPUTER CENTER L | 5165           | 1                | 01-52400-2100      | .00            | 200.00         | 200.00       |
| Total 127488: |                  |              |               |                          |                |                  |                    | .00            | 200.00         |              |
| <b>127489</b> |                  |              |               |                          |                |                  |                    |                |                |              |
| 05/20         | 05/01/2020       | 127489       | 1864          | DAN WOODLIFF             | 010520         | 1                | 01-46720           | .00            | 109.00         | 109.00       |
| 05/20         | 05/01/2020       | 127489       | 1864          | DAN WOODLIFF             | 010520         | 2                | 01-24210           | .00            | 16.00          | 16.00        |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                      | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127489: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 125.00          |
| <b>127490</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127490          | 1867             | DEBBIE BAUER               | 010520            | 1                   | 01-46720              | .00               | 28.44             | 28.44           |
| 05/20         | 05/01/2020          | 127490          | 1867             | DEBBIE BAUER               | 010520            | 2                   | 01-24210              | .00               | 1.56              | 1.56            |
| Total 127490: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 30.00           |
| <b>127491</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127491          | 205              | DON'S PLUMBING SERVICE INC | 111718            | 1                   | 03-57230-8300         | .00               | 2,859.00          | 2,859.00        |
| Total 127491: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 2,859.00        |
| <b>127492</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127492          | 1069             | DUNFORD, RANDAL            | 010520            | 1                   | 03-52300-3300         | .00               | 194.67            | 194.67          |
| Total 127492: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 194.67          |
| <b>127493</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127493          | 216              | EMERGENCY MEDICAL PRODU    | 2158873           | 1                   | 03-52300-3400         | .00               | 150.60            | 150.60          |
| Total 127493: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 150.60          |
| <b>127494</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127494          | 1640             | EMMONS & OLIVER RESOURC    | W1841-1841-       | 1                   | 01-56900-2100         | .00               | 55.00             | 55.00           |
| Total 127494: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 55.00           |
| <b>127495</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127495          | 220              | EO JOHNSON CO              | INV748080         | 1                   | 12-55500-2900         | .00               | 56.29             | 56.29           |
| Total 127495: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 56.29           |
| <b>127496</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127496          | 226              | EVEREST EMERGENCY VEHICL   | 004553            | 1                   | 03-52300-3500         | .00               | 198.16            | 198.16          |
| Total 127496: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 198.16          |



| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                      | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| <b>127497</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127497          | 255              | FIRST SUPPLY LLC-LA CROSSE | 2872907-00        | 1                   | 01-55200-3500         | .00               | 71.16             | 71.16           |
| Total 127497: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 71.16           |
| <b>127498</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127498          | 271              | GALLS LLC                  | 015426764         | 1                   | 03-52300-1390         | .00               | 50.90             | 50.90           |
| Total 127498: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 50.90           |
| <b>127499</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127499          | 1871             | JESSALYNN JOHNSON          | 010520            | 1                   | 01-46723              | .00               | 35.00             | 35.00           |
| Total 127499: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 35.00           |
| <b>127500</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127500          | 349              | J-J'S FLORAL SHOP LLC      | 100008254         | 1                   | 05-52110-3400         | .00               | 35.00             | 35.00           |
| Total 127500: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 35.00           |
| <b>127501</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127501          | 1865             | KERWIN GREENO              | 010520            | 1                   | 01-23010              | .00               | 80.00             | 80.00           |
| Total 127501: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 80.00           |
| <b>127502</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127502          | 1674             | LARRY STARK                | 010520            | 1                   | 01-53311-3408         | .00               | 800.00            | 800.00          |
| Total 127502: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 800.00          |
| <b>127503</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127503          | 396              | LEXISNEXIS RISK DATA MANAG | 1378284-202       | 1                   | 01-52100-2900         | .00               | 33.00             | 33.00           |
| Total 127503: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 33.00           |
| <b>127504</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127504          | 1870             | LISA FRITZ                 | 010520            | 1                   | 01-46723              | .00               | 35.00             | 35.00           |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                      | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127504: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 35.00           |
| <b>127505</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127505          | 1873             | MISTY MACK                 | 015020            | 1                   | 01-46723              | .00               | 45.00             | 45.00           |
| Total 127505: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 45.00           |
| <b>127506</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127506          | 1702             | MONROE CO SANITATION & ZO  | 280420            | 1                   | 03-52300-3400         | .00               | 35.00             | 35.00           |
| Total 127506: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 35.00           |
| <b>127507</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127507          | 467              | MSA PROFESSIONAL SERVICE   | R00067007.0       | 1                   | 14-56700-2100         | .00               | 1,337.85          | 1,337.85        |
| 05/20         | 05/01/2020          | 127507          | 467              | MSA PROFESSIONAL SERVICE   | R00067007.0       | 2                   | 17-56700-2100         | .00               | 260.00            | 260.00          |
| 05/20         | 05/01/2020          | 127507          | 467              | MSA PROFESSIONAL SERVICE   | R00067007.0       | 3                   | 01-56900-2100         | .00               | 2,658.50          | 2,658.50        |
| Total 127507: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 4,256.35        |
| <b>127508</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127508          | 475              | NAPA - CENTRAL WISCONSIN A | 595976            | 1                   | 01-53311-3402         | .00               | 30.43             | 30.43           |
| 05/20         | 05/01/2020          | 127508          | 475              | NAPA - CENTRAL WISCONSIN A | 596284            | 1                   | 01-51600-3500         | .00               | 49.76             | 49.76           |
| Total 127508: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 80.19           |
| <b>127509</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127509          | 1869             | NICOLE MCCORMICK           | 010520            | 1                   | 01-46723              | .00               | 35.00             | 35.00           |
| Total 127509: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 35.00           |
| <b>127510</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127510          | 1872             | OLIVIA PERSONS             | 010520            | 1                   | 01-46723              | .00               | 60.00             | 60.00           |
| Total 127510: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 60.00           |
| <b>127511</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127511          | 1256             | ON-TARGET PEST & WILDLIFE  | 5384              | 1                   | 03-52300-2900         | .00               | 40.00             | 40.00           |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                     | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|---------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127511: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 40.00           |
| <b>127512</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127512          | 1877             | SAMANTHA TOKARZ           | 010520            | 1                   | 01-46723              | .00               | 20.00             | 20.00           |
| Total 127512: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 20.00           |
| <b>127513</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127513          | 1653             | SEILER INSTRUMENT & MFG.C | INV-398068        | 1                   | 01-53311-3502         | .00               | 200.00            | 200.00          |
| Total 127513: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 200.00          |
| <b>127514</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127514          | 1866             | SHERRY MITCHELL           | 010520            | 1                   | 01-24412              | .00               | 382.26            | 382.26          |
| Total 127514: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 382.26          |
| <b>127515</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127515          | 1875             | STEPHANIE ZUELKE          | 010520            | 1                   | 01-46723              | .00               | 105.00            | 105.00          |
| Total 127515: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 105.00          |
| <b>127516</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127516          | 607              | SUPERIOR CHEMICAL CORP    | 259772            | 1                   | 01-55200-3400         | .00               | 143.54            | 143.54          |
| Total 127516: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 143.54          |
| <b>127517</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127517          | 1876             | TAYLOR LADWIG             | 010520            | 1                   | 01-23301              | .00               | 98.20             | 98.20           |
| Total 127517: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 98.20           |
| <b>127518</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/01/2020          | 127518          | 662              | TOWN & COUNTRY ENGINEERI  | 21490             | 1                   | 01-56900-2100         | .00               | 2,454.05          | 2,454.05        |
| Total 127518: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 2,454.05        |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                      | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|----------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| <b>127519</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/01/2020       | 127519       | 672           | TRI-STATE BUSINESS MACHINE | 488655         | 1                | 01-51200-2900      | .00            | 18.00          | 18.00        |
| Total 127519: |                  |              |               |                            |                |                  |                    | .00            |                | 18.00        |
| <b>127520</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/01/2020       | 127520       | 1590          | VISION SERVICE PLAN        | 300420         | 1                | 01-21596           | .00            | 358.46         | 358.46       |
| Total 127520: |                  |              |               |                            |                |                  |                    | .00            |                | 358.46       |
| <b>127521</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/01/2020       | 127521       | 754           | WIL-KIL PEST CONTROL       | 3878092        | 1                | 01-55200-3400      | .00            | 52.00          | 52.00        |
| Total 127521: |                  |              |               |                            |                |                  |                    | .00            |                | 52.00        |
| <b>127522</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/01/2020       | 127522       | 762           | WISCONSIN DEPARTMENT OF    | 455TIME-000    | 1                | 01-52100-2900      | .00            | 390.00         | 390.00       |
| Total 127522: |                  |              |               |                            |                |                  |                    | .00            |                | 390.00       |
| <b>127523</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/01/2020       | 127523       | 1874          | YUKI SOEJIMA               | 010520         | 1                | 01-46723           | .00            | 40.00          | 40.00        |
| Total 127523: |                  |              |               |                            |                |                  |                    | .00            |                | 40.00        |
| <b>127524</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/08/2020       | 127524       | 11            | ACE HARDWARE               | 589778         | 1                | 01-52200-3400      | .00            | 17.36          | 17.36        |
| Total 127524: |                  |              |               |                            |                |                  |                    | .00            |                | 17.36        |
| <b>127525</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/08/2020       | 127525       | 19            | ADVERTISING CONCEPT LLC    | 90206          | 1                | 01-55200-3400      | .00            | 150.00         | 150.00       |
| 05/20         | 05/08/2020       | 127525       | 19            | ADVERTISING CONCEPT LLC    | 90206          | 2                | 01-55300-3400      | .00            | 285.96         | 285.96       |
| 05/20         | 05/08/2020       | 127525       | 19            | ADVERTISING CONCEPT LLC    | 90206          | 3                | 01-55300-3400      | .00            | 599.00         | 599.00       |
| 05/20         | 05/08/2020       | 127525       | 19            | ADVERTISING CONCEPT LLC    | 90206          | 4                | 01-55402-3400      | .00            | 332.50         | 332.50       |
| Total 127525: |                  |              |               |                            |                |                  |                    | .00            |                | 1,367.46     |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                     | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|---------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| <b>127526</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127526          | 27               | ALL AMERICAN DO-IT CENTER | 003-294239        | 1                   | 01-55200-3400         | .00               | 67.96             | 67.96           |
| 05/20         | 05/08/2020          | 127526          | 27               | ALL AMERICAN DO-IT CENTER | 003-316059        | 1                   | 01-53441-3400         | .00               | 42.68             | 42.68           |
| 05/20         | 05/08/2020          | 127526          | 27               | ALL AMERICAN DO-IT CENTER | 003-316510        | 1                   | 01-53441-3400         | .00               | 49.96             | 49.96           |
| Total 127526: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 160.60          |
| <b>127527</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127527          | 30               | ALLIANT ENERGY/WPL        | 070520            | 1                   | 01-53420-2900         | .00               | 9,502.11          | 9,502.11        |
| 05/20         | 05/08/2020          | 127527          | 30               | ALLIANT ENERGY/WPL        | 923808316         | 1                   | 03-52300-2210         | .00               | 394.72            | 394.72          |
| Total 127527: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 9,896.83        |
| <b>127528</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127528          | 34               | ALLSTATE PETERBILT OF TOM | 5203109337        | 1                   | 01-53620-3500         | .00               | 145.07            | 145.07          |
| Total 127528: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 145.07          |
| <b>127529</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127529          | 1883             | ANNA MEYER                | 060520            | 1                   | 01-46720              | .00               | 75.83             | 75.83           |
| 05/20         | 05/08/2020          | 127529          | 1883             | ANNA MEYER                | 060520            | 2                   | 01-24210              | .00               | 4.17              | 4.17            |
| Total 127529: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 80.00           |
| <b>127530</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127530          | 61               | AUTO VALUE TOMAH          | 522143807         | 1                   | 01-55200-3400         | .00               | 2.49              | 2.49            |
| Total 127530: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 2.49            |
| <b>127531</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127531          | 218              | BAUMGART, EMIL            | 2004              | 1                   | 01-52400-2100         | .00               | 500.00            | 500.00          |
| 05/20         | 05/08/2020          | 127531          | 218              | BAUMGART, EMIL            | 2004              | 2                   | 01-23031              | .00               | 1,279.00          | 1,279.00        |
| Total 127531: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 1,779.00        |
| <b>127532</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127532          | 102              | BRENENGEN CHRYSLER FORD   | 31168             | 1                   | 01-52100-3500         | .00               | 45.70             | 45.70           |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                    | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|--------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127532: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 45.70           |
| <b>127533</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127533          | 1881             | CENTRAL CONCRETE CUTTING | 19-0918           | 1                   | 01-53311-3406         | .00               | 2,825.00          | 2,825.00        |
| Total 127533: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 2,825.00        |
| <b>127534</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127534          | 128              | CENTURYLINK              | 050520            | 1                   | 01-55401-3400         | .00               | 128.85            | 128.85          |
| 05/20         | 05/08/2020          | 127534          | 128              | CENTURYLINK              | 050520-1          | 1                   | 12-55500-2230         | .00               | 144.06            | 144.06          |
| 05/20         | 05/08/2020          | 127534          | 128              | CENTURYLINK              | 070520            | 1                   | 10-55110-2230         | .00               | 166.42            | 166.42          |
| 05/20         | 05/08/2020          | 127534          | 128              | CENTURYLINK              | 080520            | 1                   | 01-52100-2230         | .00               | 763.07            | 763.07          |
| Total 127534: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 1,202.40        |
| <b>127535</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127535          | 129              | CHARTER COMMUNICATIONS   | 0002525050        | 1                   | 03-52300-2230         | .00               | 277.45            | 277.45          |
| 05/20         | 05/08/2020          | 127535          | 129              | CHARTER COMMUNICATIONS   | 0005916050        | 1                   | 01-52100-2230         | .00               | 112.50            | 112.50          |
| Total 127535: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 389.95          |
| <b>127536</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127536          | 436              | CONSOLIDATED ENERGY COM  | 070520            | 1                   | 01-55200-3400         | .00               | 172.74            | 172.74          |
| 05/20         | 05/08/2020          | 127536          | 436              | CONSOLIDATED ENERGY COM  | 080520            | 1                   | 03-52300-3400         | .00               | 1,193.24          | 1,193.24        |
| Total 127536: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 1,365.98        |
| <b>127537</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127537          | 173              | CRAM'S COMPUTER CENTER L | 5167              | 1                   | 01-52200-3100         | .00               | 350.00            | 350.00          |
| Total 127537: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 350.00          |
| <b>127538</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127538          | 216              | EMERGENCY MEDICAL PRODU  | 2162462           | 1                   | 03-52300-3400         | .00               | 464.70            | 464.70          |
| Total 127538: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 464.70          |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                      | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| <b>127539</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127539          | 220              | EO JOHNSON CO              | INV742273         | 1                   | 10-55110-2900         | .00               | 32.43             | 32.43           |
| 05/20         | 05/08/2020          | 127539          | 220              | EO JOHNSON CO              | INV748052         | 1                   | 01-52100-2900         | .00               | 56.63             | 56.63           |
| Total 127539: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 89.06           |
| <b>127540</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127540          | 1882             | FABICK CAT                 | PILC001038        | 1                   | 01-53311-3502         | .00               | 64.18             | 64.18           |
| 05/20         | 05/08/2020          | 127540          | 1882             | FABICK CAT                 | PILC001038        | 2                   | 01-53311-3502         | .00               | 104.80            | 104.80          |
| Total 127540: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 168.98          |
| <b>127541</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127541          | 242              | FASTENAL COMPANY           | WITOM1938         | 1                   | 01-52100-3400         | .00               | 55.00             | 55.00           |
| 05/20         | 05/08/2020          | 127541          | 242              | FASTENAL COMPANY           | WITOM1938         | 1                   | 01-53311-3409         | .00               | 91.40             | 91.40           |
| Total 127541: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 146.40          |
| <b>127542</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127542          | 255              | FIRST SUPPLY LLC-LA CROSSE | 2908950-00        | 1                   | 01-55200-3500         | .00               | 71.16             | 71.16           |
| 05/20         | 05/08/2020          | 127542          | 255              | FIRST SUPPLY LLC-LA CROSSE | 2917519-00        | 1                   | 01-55200-3500         | .00               | 23.76             | 23.76           |
| Total 127542: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 94.92           |
| <b>127543</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127543          | 814              | GIERTYCH, JOSEPH           | 2004              | 1                   | 10-55110-2900         | .00               | 752.00            | 752.00          |
| Total 127543: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 752.00          |
| <b>127544</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127544          | 296              | GUTHRIE FIRE & SECURITY LL | 080520            | 1                   | 03-52300-2900         | .00               | 36.00             | 36.00           |
| Total 127544: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 36.00           |
| <b>127545</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127545          | 337              | IRONCORE INC               | IC43653           | 1                   | 01-51450-2900         | .00               | 2,454.00          | 2,454.00        |
| Total 127545: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 2,454.00        |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                    | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|--------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| <b>127546</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127546          | 1879             | JASON LEIS               | 22516             | 1                   | 01-46720              | .00               | 47.39             | 47.39           |
| 05/20         | 05/08/2020          | 127546          | 1879             | JASON LEIS               | 22516             | 2                   | 01-24210              | .00               | 2.61              | 2.61            |
| Total 127546: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 50.00           |
| <b>127547</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127547          | 363              | KAPCO                    | 1384547           | 1                   | 10-55110-3100         | .00               | 85.73             | 85.73           |
| Total 127547: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 85.73           |
| <b>127548</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127548          | 1884             | KRISTA TARDIFF           | 070520            | 1                   | 01-46723              | .00               | 70.00             | 70.00           |
| Total 127548: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 70.00           |
| <b>127549</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127549          | 387              | LARKIN'S GMC INC         | 74740             | 1                   | 01-55200-3500         | .00               | 431.71            | 431.71          |
| 05/20         | 05/08/2020          | 127549          | 387              | LARKIN'S GMC INC         | 74803             | 1                   | 03-52300-3500         | .00               | 66.38             | 66.38           |
| 05/20         | 05/08/2020          | 127549          | 387              | LARKIN'S GMC INC         | 74807             | 1                   | 03-52300-3500         | .00               | 34.35             | 34.35           |
| 05/20         | 05/08/2020          | 127549          | 387              | LARKIN'S GMC INC         | 74917             | 1                   | 03-52300-3500         | .00               | 26.49             | 26.49           |
| Total 127549: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 558.93          |
| <b>127550</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127550          | 395              | LEMONWEIR VALLEY TELEPHO | 050520            | 1                   | 01-55200-2240         | .00               | 93.85             | 93.85           |
| 05/20         | 05/08/2020          | 127550          | 395              | LEMONWEIR VALLEY TELEPHO | 070520            | 1                   | 01-53510-2240         | .00               | 93.85             | 93.85           |
| 05/20         | 05/08/2020          | 127550          | 395              | LEMONWEIR VALLEY TELEPHO | 070520            | 2                   | 01-52100-2230         | .00               | 350.00            | 350.00          |
| Total 127550: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 537.70          |
| <b>127551</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127551          | 425              | MECA SPORTSWEAR INC      | SIP188035         | 1                   | 03-52300-1390         | .00               | 2,808.00          | 2,808.00        |
| Total 127551: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 2,808.00        |
| <b>127552</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127552          | 1382             | MID-AMERICAN RESEARCH CH | 0695660-IN        | 1                   | 01-53311-3409         | .00               | 276.00            | 276.00          |



| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                      | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127552: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 276.00          |
| <b>127553</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127553          | 437              | MILDE APPRAISAL SERVICE LL | 2004              | 1                   | 01-51530-2100         | .00               | 3,400.00          | 3,400.00        |
| Total 127553: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 3,400.00        |
| <b>127554</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127554          | 454              | MONROE CO TREASURER        | 080520            | 1                   | 01-24300              | .00               | 2,795.31          | 2,795.31        |
| Total 127554: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 2,795.31        |
| <b>127555</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 2004              | 1                   | 01-51300-2100         | .00               | 2,700.00          | 2,700.00        |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 1                   | 01-51300-2100         | .00               | 45.43             | 45.43           |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 2                   | 01-51300-2100         | .00               | 70.00             | 70.00           |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 3                   | 01-51300-2100         | .00               | 542.50            | 542.50          |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 4                   | 01-51300-2100         | .00               | 630.00            | 630.00          |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 5                   | 01-51300-2100         | .00               | 35.00             | 35.00           |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 6                   | 01-51300-2100         | .00               | 35.00             | 35.00           |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 7                   | 01-51300-2100         | .00               | 491.80            | 491.80          |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 8                   | 01-51300-2100         | .00               | 280.00            | 280.00          |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 9                   | 01-51300-2100         | .00               | 192.50            | 192.50          |
| 05/20         | 05/08/2020          | 127555          | 469              | MUBARAK & PRECOUR S.C.     | 4639              | 10                  | 01-51300-2100         | .00               | 87.50             | 87.50           |
| Total 127555: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 5,109.73        |
| <b>127556</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127556          | 475              | NAPA - CENTRAL WISCONSIN A | 593742            | 1                   | 01-53311-3402         | .00               | 32.91             | 32.91           |
| 05/20         | 05/08/2020          | 127556          | 475              | NAPA - CENTRAL WISCONSIN A | 593742            | 2                   | 01-53311-3402         | .00               | 198.92            | 198.92          |
| 05/20         | 05/08/2020          | 127556          | 475              | NAPA - CENTRAL WISCONSIN A | 593747            | 1                   | 01-53311-3402         | .00               | 99.46             | 99.46           |
| Total 127556: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 132.37          |
| <b>127557</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127557          | 857              | NICHOLSON, MARK            | 20200507          | 1                   | 01-52100-3100         | .00               | 33.95             | 33.95           |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                     | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|---------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127557: |                     |                 |                  |                           |                   |                     |                       | .00               | 33.95             |                 |
| <b>127558</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127558          | 538              | QUILL CORPORATION         | 080520            | 1                   | 03-52300-3400         | .00               | 18.99             | 18.99           |
| 05/20         | 05/08/2020          | 127558          | 538              | QUILL CORPORATION         | 080520            | 2                   | 03-52300-3400         | .00               | 189.95            | 189.95          |
| 05/20         | 05/08/2020          | 127558          | 538              | QUILL CORPORATION         | 080520            | 3                   | 03-52300-3100         | .00               | 73.54             | 73.54           |
| 05/20         | 05/08/2020          | 127558          | 538              | QUILL CORPORATION         | 080520            | 4                   | 03-52300-3100         | .00               | 32.99             | 32.99           |
| Total 127558: |                     |                 |                  |                           |                   |                     |                       | .00               | 315.47            |                 |
| <b>127559</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127559          | 569              | SAFE-FAST INC             | INV230478         | 1                   | 01-53311-3409         | .00               | 287.40            | 287.40          |
| 05/20         | 05/08/2020          | 127559          | 569              | SAFE-FAST INC             | INV230479         | 1                   | 01-53441-3400         | .00               | 136.50            | 136.50          |
| Total 127559: |                     |                 |                  |                           |                   |                     |                       | .00               | 423.90            |                 |
| <b>127560</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127560          | 600              | STATE OF WISCONSIN - DSPS | 517546            | 1                   | 16-56720-2900         | .00               | 50.00             | 50.00           |
| Total 127560: |                     |                 |                  |                           |                   |                     |                       | .00               | 50.00             |                 |
| <b>127561</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127561          | 599              | STATE OF WISCONSIN-COURT  | 080520            | 1                   | 01-24210              | .00               | 5,542.20          | 5,542.20        |
| Total 127561: |                     |                 |                  |                           |                   |                     |                       | .00               | 5,542.20          |                 |
| <b>127562</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127562          | 9                | SUMMIT COMPANIES          | 1507789           | 1                   | 01-52100-3400         | .00               | 24.00             | 24.00           |
| Total 127562: |                     |                 |                  |                           |                   |                     |                       | .00               | 24.00             |                 |
| <b>127563</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127563          | 607              | SUPERIOR CHEMICAL CORP    | 263153            | 1                   | 03-52300-3500         | .00               | 103.76            | 103.76          |
| Total 127563: |                     |                 |                  |                           |                   |                     |                       | .00               | 103.76            |                 |
| <b>127564</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/08/2020          | 127564          | 639              | TOMAH CASH STORE          | 71052             | 1                   | 01-55200-3400         | .00               | 169.99            | 169.99          |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                     | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|---------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| 05/20         | 05/08/2020       | 127564       | 639           | TOMAH CASH STORE          | 71066          | 1                | 01-53311-3409      | .00            | 184.99         | 184.99       |
| Total 127564: |                  |              |               |                           |                |                  |                    | .00            |                | 354.98       |
| <b>127565</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/08/2020       | 127565       | 646           | TOMAH LUMBER INC          | 110547         | 1                | 02-56910-3500      | .00            | 8.83           | 8.83         |
| 05/20         | 05/08/2020       | 127565       | 646           | TOMAH LUMBER INC          | 110558         | 1                | 01-51440-3400      | .00            | 34.00          | 34.00        |
| 05/20         | 05/08/2020       | 127565       | 646           | TOMAH LUMBER INC          | 110572         | 1                | 01-51440-3400      | .00            | 75.60          | 75.60        |
| 05/20         | 05/08/2020       | 127565       | 646           | TOMAH LUMBER INC          | 110654         | 1                | 01-53311-3402      | .00            | 32.80          | 32.80        |
| Total 127565: |                  |              |               |                           |                |                  |                    | .00            |                | 151.23       |
| <b>127566</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 1                | 01-53510-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 2                | 01-53311-2220      | .00            | 102.49         | 102.49       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 3                | 01-53311-2220      | .00            | 61.41          | 61.41        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 4                | 01-53311-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 5                | 01-53311-2220      | .00            | 22.60          | 22.60        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 6                | 01-53311-2220      | .00            | 22.60          | 22.60        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 7                | 01-55402-2220      | .00            | 60.47          | 60.47        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 8                | 01-55402-2220      | .00            | 307.51         | 307.51       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 9                | 01-55300-2220      | .00            | 40.87          | 40.87        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 10               | 01-55300-2220      | .00            | 74.68          | 74.68        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 11               | 01-55401-2220      | .00            | 71.68          | 71.68        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 12               | 01-55401-2220      | .00            | 40.87          | 40.87        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 13               | 01-55401-2220      | .00            | 126.98         | 126.98       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 14               | 01-55401-2220      | .00            | 84.95          | 84.95        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 15               | 01-55401-2220      | .00            | 116.71         | 116.71       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 16               | 01-55401-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 17               | 01-55401-2220      | .00            | 126.98         | 126.98       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 18               | 01-55401-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 19               | 01-55401-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 20               | 01-55401-2220      | .00            | 7.64           | 7.64         |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 21               | 01-55401-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 22               | 01-55401-2220      | .00            | 138.95         | 138.95       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 23               | 01-55401-2220      | .00            | 24.62          | 24.62        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 24               | 01-55200-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 25               | 01-55200-2220      | .00            | 81.60          | 81.60        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI | 070520         | 26               | 01-55200-2220      | .00            | 74.68          | 74.68        |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                      | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|----------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 070520         | 27               | 01-55200-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 070520         | 28               | 01-55200-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 070520         | 29               | 01-55200-2220      | .00            | 40.87          | 40.87        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 070520         | 30               | 01-55200-2220      | .00            | 9.13           | 9.13         |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 070520         | 31               | 01-55200-2220      | .00            | 40.87          | 40.87        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 070520         | 32               | 01-55200-2220      | .00            | 23.27          | 23.27        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 070520         | 33               | 01-55200-2220      | .00            | 40.87          | 40.87        |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 2067.00        | 1                | 01-51600-2220      | .00            | 432.37         | 432.37       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 2189           | 1                | 10-55110-2220      | .00            | 116.71         | 116.71       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 2943.00        | 1                | 03-52300-2220      | .00            | 143.57         | 143.57       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 3330.00        | 1                | 01-52100-2220      | .00            | 215.60         | 215.60       |
| 05/20         | 05/08/2020       | 127566       | 658           | TOMAH WATER & SEWER UTILI  | 809.05         | 1                | 01-55200-2220      | .00            | 40.87          | 40.87        |
| Total 127566: |                  |              |               |                            |                |                  |                    | .00            | 2,901.85       |              |
| <b>127567</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/08/2020       | 127567       | 660           | TOMAH WELDING & STEEL SUP  | 15908          | 1                | 02-56910-3500      | .00            | 32.00          | 32.00        |
| Total 127567: |                  |              |               |                            |                |                  |                    | .00            | 32.00          |              |
| <b>127568</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/08/2020       | 127568       | 672           | TRI-STATE BUSINESS MACHINE | 488622         | 1                | 01-52400-2900      | .00            | 43.80          | 43.80        |
| Total 127568: |                  |              |               |                            |                |                  |                    | .00            | 43.80          |              |
| <b>127569</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/08/2020       | 127569       | 1628          | WDR                        | 080520         | 1                | 03-13100           | .00            | 145.00         | 145.00       |
| Total 127569: |                  |              |               |                            |                |                  |                    | .00            | 145.00         |              |
| <b>127570</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/08/2020       | 127570       | 757           | WINDING RIVERS LIBRARY SYS | 004008         | 1                | 10-55110-3440      | .00            | 4,086.00       | 4,086.00     |
| Total 127570: |                  |              |               |                            |                |                  |                    | .00            | 4,086.00       |              |
| <b>127571</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/08/2020       | 127571       | 770           | WOLF CONCRETE & CONSTRU    | 2020-01        | 1                | 01-53311-3406      | .00            | 504.00         | 504.00       |
| 05/20         | 05/08/2020       | 127571       | 770           | WOLF CONCRETE & CONSTRU    | 2020-01        | 2                | 01-53432-2900      | .00            | 6,305.00       | 6,305.00     |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                       | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|-----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127571: |                     |                 |                  |                             |                   |                     |                       | .00               | 6,809.00          |                 |
| <b>127598</b> |                     |                 |                  |                             |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127598          | 4                | 5 ALARM FIRE & SAFETY EQUIP | 195364-1          | 1                   | 05-57220-8300         | .00               | 6,471.87          | 6,471.87        |
| Total 127598: |                     |                 |                  |                             |                   |                     |                       | .00               | 6,471.87          |                 |
| <b>127599</b> |                     |                 |                  |                             |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127599          | 11               | ACE HARDWARE                | 589915            | 1                   | 10-55110-3100         | .00               | 15.57             | 15.57           |
| Total 127599: |                     |                 |                  |                             |                   |                     |                       | .00               | 15.57             |                 |
| <b>127600</b> |                     |                 |                  |                             |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127600          | 27               | ALL AMERICAN DO-IT CENTER   | 003-317281        | 1                   | 08-57621-8100         | .00               | 397.96            | 397.96          |
| Total 127600: |                     |                 |                  |                             |                   |                     |                       | .00               | 397.96            |                 |
| <b>127601</b> |                     |                 |                  |                             |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 0108530000-       | 1                   | 01-55200-2210         | .00               | 251.42            | 251.42          |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 0269200000        | 1                   | 01-55300-2210         | .00               | 19.46             | 19.46           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 0296130000        | 1                   | 01-55200-2210         | .00               | 29.77             | 29.77           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 0305500000        | 1                   | 01-53311-2210         | .00               | 151.79            | 151.79          |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 0308030000        | 1                   | 01-55200-2210         | .00               | 68.68             | 68.68           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 0448140000        | 1                   | 01-55200-2210         | .00               | 323.25            | 323.25          |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 0513010000        | 1                   | 01-55200-2210         | .00               | 17.27             | 17.27           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 051520            | 1                   | 12-55500-2210         | .00               | 43.36             | 43.36           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 0698200000        | 1                   | 02-56910-2210         | .00               | 335.15            | 335.15          |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 0806110000-       | 1                   | 01-55200-2210         | .00               | 28.05             | 28.05           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 1025100000-       | 1                   | 01-55200-2210         | .00               | 18.42             | 18.42           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 1392750000        | 1                   | 01-55200-2210         | .00               | 17.27             | 17.27           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 1424240000-       | 1                   | 10-55110-2210         | .00               | 452.78            | 452.78          |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 150520            | 1                   | 12-55500-2210         | .00               | 512.07            | 512.07          |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 2131000000        | 1                   | 01-55200-2210         | .00               | 24.85             | 24.85           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 2243740000        | 1                   | 01-55200-2210         | .00               | 17.27             | 17.27           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 2940650000        | 1                   | 01-53311-2210         | .00               | 134.54            | 134.54          |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 3229430000        | 1                   | 01-55200-2210         | .00               | 17.27             | 17.27           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 3674180423        | 2                   | 01-55200-2210         | .00               | 36.84             | 36.84           |
| 05/20         | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL          | 3716320000        | 1                   | 01-53510-2210         | .00               | 24.05             | 24.05           |

| GL<br>Period | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee              | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|--------------|---------------------|-----------------|------------------|--------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 3774710000        | 1                   | 01-55200-2210         | .00               | 35.84             | 35.84           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 3781840000-       | 1                   | 01-55200-2210         | .00               | 139.48            | 139.48          |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 3966840000        | 1                   | 01-55200-2210         | .00               | 80.70             | 80.70           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 4309800000        | 1                   | 01-52200-2210         | .00               | 193.86            | 193.86          |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 4452240000        | 1                   | 01-55402-2210         | .00               | 37.61             | 37.61           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 4498340000        | 1                   | 01-53420-2900         | .00               | 18.42             | 18.42           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 4819750000        | 1                   | 01-55200-2210         | .00               | 288.60            | 288.60          |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5096920000        | 1                   | 01-55200-2210         | .00               | 22.30             | 22.30           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5122340000-       | 1                   | 01-55200-2210         | .00               | 32.81             | 32.81           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5243440000        | 1                   | 01-51600-2210         | .00               | 1,226.06          | 1,226.06        |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5276700000        | 1                   | 01-55200-2210         | .00               | 25.90             | 25.90           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5303120000        | 1                   | 01-53420-2900         | .00               | 32.26             | 32.26           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5305120000        | 1                   | 01-55200-2210         | .00               | 18.42             | 18.42           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5400530000        | 1                   | 01-55200-2210         | .00               | 25.90             | 25.90           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5491010000        | 1                   | 01-55200-2210         | .00               | 18.42             | 18.42           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5563800000        | 1                   | 01-55200-2210         | .00               | 25.90             | 25.90           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5582240000        | 1                   | 01-55200-2210         | .00               | 27.03             | 27.03           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5683030000        | 1                   | 01-53510-2210         | .00               | 19.22             | 19.22           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5730840000-       | 1                   | 01-55200-2210         | .00               | 38.85             | 38.85           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 5817900000-       | 1                   | 01-55200-2210         | .00               | 80.56             | 80.56           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 6198210000        | 1                   | 01-55200-2210         | .00               | 19.56             | 19.56           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 6301650000        | 1                   | 01-55200-2210         | .00               | 18.42             | 18.42           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 6426740000-       | 1                   | 01-55200-2210         | .00               | 18.42             | 18.42           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 6721900000        | 1                   | 01-53420-2900         | .00               | 17.96             | 17.96           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 6863310000        | 1                   | 01-55300-2210         | .00               | 28.49             | 28.49           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 6960540000        | 1                   | 01-53311-2210         | .00               | 18.53             | 18.53           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7127140000-       | 1                   | 01-55200-2210         | .00               | 18.42             | 18.42           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7132920000        | 1                   | 01-53510-2210         | .00               | 26.18             | 26.18           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7312600000        | 1                   | 01-55200-2210         | .00               | 17.27             | 17.27           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7625640000        | 1                   | 01-55200-2210         | .00               | 17.27             | 17.27           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7675010000        | 1                   | 01-53510-2210         | .00               | 134.75            | 134.75          |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7699530000-       | 1                   | 01-55402-2210         | .00               | 50.61             | 50.61           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7845440000        | 1                   | 01-55200-2210         | .00               | 7.61              | 7.61            |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7892520000-       | 1                   | 01-55200-2210         | .00               | 20.60             | 20.60           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7906820000        | 1                   | 01-55200-2210         | .00               | 34.79             | 34.79           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 7916150000        | 1                   | 01-55200-2210         | .00               | 255.78            | 255.78          |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 8098330000        | 1                   | 01-55200-2210         | .00               | 28.59             | 28.59           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 8270300000        | 1                   | 01-55200-2210         | .00               | 17.27             | 17.27           |
| 05/20        | 05/15/2020          | 127601          | 30               | ALLIANT ENERGY/WPL | 8935750000        | 1                   | 01-55200-2210         | .00               | 30.93             | 30.93           |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                     | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|---------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| 05/20         | 05/15/2020       | 127601       | 30            | ALLIANT ENERGY/WPL        | 9361920000     | 1                | 01-53420-2900      | .00            | 30.97          | 30.97        |
| 05/20         | 05/15/2020       | 127601       | 30            | ALLIANT ENERGY/WPL        | 9924620000     | 1                | 01-53311-2210      | .00            | 154.64         | 154.64       |
| Total 127601: |                  |              |               |                           |                |                  |                    | .00            |                | 5,878.76     |
| <b>127602</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127602       | 32            | ALLIED COOPERATIVE        | 765199         | 1                | 01-55200-3400      | .00            | 592.00         | 592.00       |
| Total 127602: |                  |              |               |                           |                |                  |                    | .00            |                | 592.00       |
| <b>127603</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127603       | 1885          | AMANDA HALLMAN            | 200513         | 1                | 01-46720           | .00            | 75.83          | 75.83        |
| 05/20         | 05/15/2020       | 127603       | 1885          | AMANDA HALLMAN            | 200513         | 2                | 01-24210           | .00            | 4.17           | 4.17         |
| Total 127603: |                  |              |               |                           |                |                  |                    | .00            |                | 80.00        |
| <b>127604</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127604       | 74            | BAN-KOE COMPANIES         | 4520           | 1                | 01-51600-2900      | .00            | 360.00         | 360.00       |
| Total 127604: |                  |              |               |                           |                |                  |                    | .00            |                | 360.00       |
| <b>127605</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127605       | 2             | BENEFIT PLAN ADMINISTRATO | 3508           | 1                | 01-51980-3400      | .00            | 142.50         | 142.50       |
| Total 127605: |                  |              |               |                           |                |                  |                    | .00            |                | 142.50       |
| <b>127606</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127606       | 96            | BOUND TREE MEDICAL LLC    | 83568746       | 1                | 03-52300-3400      | .00            | 397.99         | 397.99       |
| 05/20         | 05/15/2020       | 127606       | 96            | BOUND TREE MEDICAL LLC    | 83568746       | 2                | 03-52300-3400      | .00            | 299.99-        | 299.99-      |
| Total 127606: |                  |              |               |                           |                |                  |                    | .00            |                | 98.00        |
| <b>127607</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127607       | 1354          | CARLSON DETTMANN CONSUL   | 178691         | 1                | 01-51415-2100      | .00            | 166.63         | 166.63       |
| Total 127607: |                  |              |               |                           |                |                  |                    | .00            |                | 166.63       |
| <b>127608</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127608       | 129           | CHARTER COMMUNICATIONS    | 0018042050     | 1                | 10-55110-2900      | .00            | 99.98          | 99.98        |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                      | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|----------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| Total 127608: |                  |              |               |                            |                |                  |                    | .00            |                | 99.98        |
| <b>127609</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127609       | 157           | COMPLETE OFFICE OF WISCO   | 648508         | 1                | 01-51420-3100      | .00            | 117.34         | 117.34       |
| Total 127609: |                  |              |               |                            |                |                  |                    | .00            |                | 117.34       |
| <b>127610</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127610       | 436           | CONSOLIDATED ENERGY COM    | 120520         | 1                | 01-53311-3401      | .00            | 792.31         | 792.31       |
| 05/20         | 05/15/2020       | 127610       | 436           | CONSOLIDATED ENERGY COM    | 120520         | 2                | 01-53620-3400      | .00            | 1,220.38       | 1,220.38     |
| 05/20         | 05/15/2020       | 127610       | 436           | CONSOLIDATED ENERGY COM    | 120520         | 3                | 01-53635-3400      | .00            | 184.93         | 184.93       |
| 05/20         | 05/15/2020       | 127610       | 436           | CONSOLIDATED ENERGY COM    | 140520         | 1                | 01-52200-3400      | .00            | 52.11          | 52.11        |
| Total 127610: |                  |              |               |                            |                |                  |                    | .00            |                | 2,249.73     |
| <b>127611</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127611       | 178           | CREDIT MANAGEMENT CONTR    | 140520         | 1                | 03-52300-2100      | .00            | 40.10          | 40.10        |
| Total 127611: |                  |              |               |                            |                |                  |                    | .00            |                | 40.10        |
| <b>127612</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127612       | 29            | CULLIGAN                   | 150520         | 1                | 01-51600-3400      | .00            | 21.00          | 21.00        |
| Total 127612: |                  |              |               |                            |                |                  |                    | .00            |                | 21.00        |
| <b>127613</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127613       | 192           | DENNY'S TRUCK & AUTO SERVI | 19843          | 1                | 01-55200-3500      | .00            | 118.00         | 118.00       |
| 05/20         | 05/15/2020       | 127613       | 192           | DENNY'S TRUCK & AUTO SERVI | 19844          | 1                | 01-55200-3500      | .00            | 29.95          | 29.95        |
| Total 127613: |                  |              |               |                            |                |                  |                    | .00            |                | 147.95       |
| <b>127614</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127614       | 204           | DOG WASTE DEPOT            | 339702         | 1                | 01-55200-3400      | .00            | 144.83         | 144.83       |
| Total 127614: |                  |              |               |                            |                |                  |                    | .00            |                | 144.83       |
| <b>127615</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127615       | 206           | DWD-UI                     | 051520         | 1                | 01-51931-5160      | .00            | 290.00         | 290.00       |



| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                      | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|----------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| 05/20         | 05/15/2020       | 127615       | 206           | DWD-UI                     | 051520         | 2                | 01-51938-5160      | .00            | 370.00         | 370.00       |
| 05/20         | 05/15/2020       | 127615       | 206           | DWD-UI                     | 051520         | 3                | 01-51938-5160      | .00            | 12.80          | 12.80        |
| Total 127615: |                  |              |               |                            |                |                  |                    | .00            |                | 672.80       |
| <b>127616</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127616       | 214           | EMC INSURANCE COMPANIES    | 051520         | 1                | 01-51932-5140      | .00            | 1,031.00       | 1,031.00     |
| Total 127616: |                  |              |               |                            |                |                  |                    | .00            |                | 1,031.00     |
| <b>127617</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127617       | 216           | EMERGENCY MEDICAL PRODU    | 2163030        | 1                | 03-52300-3400      | .00            | 295.58         | 295.58       |
| 05/20         | 05/15/2020       | 127617       | 216           | EMERGENCY MEDICAL PRODU    | 2164053        | 1                | 03-52300-3400      | .00            | 81.25          | 81.25        |
| Total 127617: |                  |              |               |                            |                |                  |                    | .00            |                | 376.83       |
| <b>127618</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127618       | 270           | GADOR INC D/B/A TOMAH MINI | 120520         | 1                | 01-53441-3400      | .00            | 10.40          | 10.40        |
| 05/20         | 05/15/2020       | 127618       | 270           | GADOR INC D/B/A TOMAH MINI | 2200514        | 1                | 01-44100           | .00            | 50.00          | 50.00        |
| Total 127618: |                  |              |               |                            |                |                  |                    | .00            |                | 60.40        |
| <b>127619</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127619       | 814           | GIERTYCH, JOSEPH           | 2005           | 1                | 10-55110-2900      | .00            | 752.00         | 752.00       |
| Total 127619: |                  |              |               |                            |                |                  |                    | .00            |                | 752.00       |
| <b>127620</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127620       | 290           | GREEN OASIS-EAU CLAIRE     | 901431         | 1                | 01-55200-3500      | .00            | 98.00          | 98.00        |
| 05/20         | 05/15/2020       | 127620       | 290           | GREEN OASIS-EAU CLAIRE     | 901772         | 1                | 01-55200-3500      | .00            | 42.55          | 42.55        |
| Total 127620: |                  |              |               |                            |                |                  |                    | .00            |                | 140.55       |
| <b>127621</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127621       | 298           | H&S PROTECTION SYSTEM IN   | 140520         | 1                | 10-55110-2900      | .00            | 405.18         | 405.18       |
| Total 127621: |                  |              |               |                            |                |                  |                    | .00            |                | 405.18       |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                      | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| <b>127622</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127622          | 337              | IRONCORE INC               | IC43751           | 1                   | 01-57190-8300         | .00               | 791.24            | 791.24          |
| Total 127622: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 791.24          |
| <b>127623</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127623          | 1886             | KAS INVESTMENTS LLC        | 3211              | 1                   | 01-24412              | .00               | 116.16            | 116.16          |
| Total 127623: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 116.16          |
| <b>127624</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127624          | 387              | LARKIN'S GMC INC           | 74730             | 1                   | 01-52200-3500         | .00               | 280.46            | 280.46          |
| 05/20         | 05/15/2020          | 127624          | 387              | LARKIN'S GMC INC           | 74739             | 1                   | 01-52200-3500         | .00               | 625.00            | 625.00          |
| 05/20         | 05/15/2020          | 127624          | 387              | LARKIN'S GMC INC           | 74852             | 1                   | 01-52200-3500         | .00               | 462.75            | 462.75          |
| Total 127624: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 1,368.21        |
| <b>127625</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127625          | 395              | LEMONWEIR VALLEY TELEPHO   | 150520            | 1                   | 01-52200-2230         | .00               | 131.35            | 131.35          |
| Total 127625: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 131.35          |
| <b>127626</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127626          | 437              | MILDE APPRAISAL SERVICE LL | 2005              | 1                   | 01-51530-2100         | .00               | 3,400.00          | 3,400.00        |
| Total 127626: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 3,400.00        |
| <b>127627</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127627          | 442              | MISSISSIPPI WELDERS SUPPL  | 428555            | 1                   | 03-52300-3400         | .00               | 112.81            | 112.81          |
| Total 127627: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 112.81          |
| <b>127628</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127628          | 465              | MOTION PICTURE LICENSING   | 504265130         | 1                   | 10-55110-2900         | .00               | 135.83            | 135.83          |
| Total 127628: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 135.83          |
| <b>127629</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127629          | 469              | MUBARAK & PRECOUR S.C.     | 2005              | 1                   | 01-51300-2100         | .00               | 2,700.00          | 2,700.00        |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                      | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|----------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| 05/20         | 05/15/2020       | 127629       | 469           | MUBARAK & PRECOUR S.C.     | 4648           | 1                | 04-56600-2100      | .00            | 490.00         | 490.00       |
| Total 127629: |                  |              |               |                            |                |                  |                    | .00            |                | 3,190.00     |
| <b>127630</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 593966         | 1                | 01-53311-3502      | .00            | 62.92          | 62.92        |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 594031         | 1                | 01-53311-3402      | .00            | 19.99          | 19.99        |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 594042         | 1                | 01-53311-3512      | .00            | 149.17         | 149.17       |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 594064         | 1                | 01-53311-3512      | .00            | 103.79         | 103.79       |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 594141         | 1                | 01-52200-3400      | .00            | 10.00-         | 10.00-       |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 594195         | 1                | 01-53311-3502      | .00            | 13.80          | 13.80        |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 594425         | 1                | 01-53311-3502      | .00            | 203.22         | 203.22       |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 594669         | 1                | 01-53311-3512      | .00            | 45.80          | 45.80        |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 594738         | 1                | 01-53311-3512      | .00            | 43.47          | 43.47        |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 594829         | 1                | 01-53311-3402      | .00            | 6.44           | 6.44         |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 595041         | 1                | 01-52200-3400      | .00            | 393.98         | 393.98       |
| 05/20         | 05/15/2020       | 127630       | 475           | NAPA - CENTRAL WISCONSIN A | 595077         | 1                | 01-52200-3400      | .00            | 20.00-         | 20.00-       |
| Total 127630: |                  |              |               |                            |                |                  |                    | .00            |                | 1,012.58     |
| <b>127631</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127631       | 507           | OVERHEAD DOOR COMPANY      | 130893         | 1                | 01-55200-3500      | .00            | 916.56         | 916.56       |
| Total 127631: |                  |              |               |                            |                |                  |                    | .00            |                | 916.56       |
| <b>127632</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127632       | 1799          | RIVER VALLEY MEDIA GROUP   | 120520         | 1                | 01-51440-3200      | .00            | 614.18         | 614.18       |
| 05/20         | 05/15/2020       | 127632       | 1799          | RIVER VALLEY MEDIA GROUP   | 120520         | 2                | 01-51100-3200      | .00            | 122.19         | 122.19       |
| 05/20         | 05/15/2020       | 127632       | 1799          | RIVER VALLEY MEDIA GROUP   | 120520         | 3                | 01-51100-3200      | .00            | 30.64          | 30.64        |
| 05/20         | 05/15/2020       | 127632       | 1799          | RIVER VALLEY MEDIA GROUP   | 120520         | 4                | 01-51440-3200      | .00            | 107.95         | 107.95       |
| 05/20         | 05/15/2020       | 127632       | 1799          | RIVER VALLEY MEDIA GROUP   | 120520         | 5                | 01-51440-3200      | .00            | 25.41          | 25.41        |
| 05/20         | 05/15/2020       | 127632       | 1799          | RIVER VALLEY MEDIA GROUP   | 120520         | 6                | 01-51420-3200      | .00            | 166.77         | 166.77       |
| 05/20         | 05/15/2020       | 127632       | 1799          | RIVER VALLEY MEDIA GROUP   | 120520         | 7                | 01-51100-3200      | .00            | 30.64          | 30.64        |
| 05/20         | 05/15/2020       | 127632       | 1799          | RIVER VALLEY MEDIA GROUP   | 120520         | 8                | 01-56900-3200      | .00            | 23.87          | 23.87        |
| 05/20         | 05/15/2020       | 127632       | 1799          | RIVER VALLEY MEDIA GROUP   | 120520         | 9                | 01-56900-3200      | .00            | 23.00          | 23.00        |
| Total 127632: |                  |              |               |                            |                |                  |                    | .00            |                | 1,144.65     |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                      | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| <b>127633</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127633          | 577              | SECURIAN FINANCIAL GROUP I | 150520            | 1                   | 01-21530              | .00               | 2,246.78          | 2,246.78        |
| Total 127633: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 2,246.78        |
| <b>127634</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127634          | 607              | SUPERIOR CHEMICAL CORP     | 257465            | 1                   | 01-53311-3409         | .00               | 332.60            | 332.60          |
| Total 127634: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 332.60          |
| <b>127635</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127635          | 658              | TOMAH WATER & SEWER UTILI  | 2049.00           | 1                   | 01-52200-2220         | .00               | 33.54             | 33.54           |
| 05/20         | 05/15/2020          | 127635          | 658              | TOMAH WATER & SEWER UTILI  | 5403.01           | 1                   | 12-55500-2220         | .00               | 43.81             | 43.81           |
| Total 127635: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 77.35           |
| <b>127636</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127636          | 660              | TOMAH WELDING & STEEL SUP  | 15915             | 1                   | 01-55402-3500         | .00               | 180.00            | 180.00          |
| Total 127636: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 180.00          |
| <b>127637</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 983703260         | 1                   | 03-52300-2230         | .00               | 251.99            | 251.99          |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 1                   | 01-53311-2230         | .00               | 54.99             | 54.99           |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 2                   | 01-53100-2230         | .00               | 27.50             | 27.50           |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 3                   | 01-53311-3402         | .00               | 12.49             | 12.49           |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 4                   | 01-52200-2230         | .00               | 17.49             | 17.49           |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 5                   | 01-51415-2230         | .00               | .23               | .23             |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 6                   | 01-52200-2230         | .00               | 109.94            | 109.94          |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 7                   | 01-52400-2230         | .00               | 79.96             | 79.96           |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 8                   | 01-55200-2230         | .00               | 72.45             | 72.45           |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 9                   | 01-15610              | .00               | 1,067.87          | 1,067.87        |
| 05/20         | 05/15/2020          | 127637          | 699              | VERIZON                    | 9853536737        | 10                  | 01-15620              | .00               | 92.47             | 92.47           |
| Total 127637: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 1,787.38        |
| <b>127638</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/15/2020          | 127638          | 721              | WE ENERGIES                | 023051220         | 1                   | 01-55402-2200         | .00               | 14.89             | 14.89           |
| 05/20         | 05/15/2020          | 127638          | 721              | WE ENERGIES                | 031051220         | 1                   | 01-53311-2200         | .00               | 257.92            | 257.92          |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                    | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|--------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 067051220      | 1                | 01-55401-2200      | .00            | 22.90-         | 22.90-       |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 090051220      | 1                | 01-53311-2200      | .00            | 147.84         | 147.84       |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 115051220      | 1                | 01-53510-2200      | .00            | 32.22          | 32.22        |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 244051220      | 1                | 01-55200-2200      | .00            | 10.56          | 10.56        |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 251051420      | 1                | 01-55401-2200      | .00            | 114.82         | 114.82       |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 302051220      | 1                | 12-55500-2200      | .00            | 17.60          | 17.60        |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 422051220      | 1                | 01-55200-2200      | .00            | 11.14          | 11.14        |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 485051220      | 1                | 01-55200-2200      | .00            | 82.01          | 82.01        |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 494051420      | 1                | 03-52300-2200      | .00            | 60.89          | 60.89        |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 541051220      | 1                | 01-55200-2200      | .00            | 87.42          | 87.42        |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 677051220      | 1                | 01-55200-2200      | .00            | 134.51         | 134.51       |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 806051220      | 1                | 01-55401-2200      | .00            | 149.13         | 149.13       |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 823051220      | 1                | 12-55500-2200      | .00            | 119.36         | 119.36       |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 837051220      | 1                | 01-51600-2200      | .00            | 523.97         | 523.97       |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 871051220      | 1                | 01-55401-2200      | .00            | 227.20         | 227.20       |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 898051420      | 1                | 01-55402-2200      | .00            | 70.78          | 70.78        |
| 05/20         | 05/15/2020       | 127638       | 721           | WE ENERGIES              | 926051220      | 1                | 01-53311-2200      | .00            | 54.95          | 54.95        |
| Total 127638: |                  |              |               |                          |                |                  |                    | .00            | 2,094.31       |              |
| <b>127639</b> |                  |              |               |                          |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127639       | 728           | WESTERN TECHNICAL COLLEG | IN09651        | 1                | 03-52300-3350      | .00            | 48.00          | 48.00        |
| Total 127639: |                  |              |               |                          |                |                  |                    | .00            | 48.00          |              |
| <b>127640</b> |                  |              |               |                          |                |                  |                    |                |                |              |
| 05/20         | 05/15/2020       | 127640       | 770           | WOLF CONCRETE & CONSTRU  | 2020-02        | 1                | 01-53311-3406      | .00            | 3,713.00       | 3,713.00     |
| Total 127640: |                  |              |               |                          |                |                  |                    | .00            | 3,713.00       |              |
| <b>127641</b> |                  |              |               |                          |                |                  |                    |                |                |              |
| 05/20         | 05/22/2020       | 127641       | 11            | ACE HARDWARE             | 589903         | 1                | 12-55500-3500      | .00            | 11.64          | 11.64        |
| 05/20         | 05/22/2020       | 127641       | 11            | ACE HARDWARE             | 589951         | 1                | 01-53311-3402      | .00            | 20.17          | 20.17        |
| 05/20         | 05/22/2020       | 127641       | 11            | ACE HARDWARE             | 590009         | 1                | 01-52200-3400      | .00            | 14.58          | 14.58        |
| 05/20         | 05/22/2020       | 127641       | 11            | ACE HARDWARE             | 590028         | 1                | 01-52100-3550      | .00            | 12.99          | 12.99        |
| 05/20         | 05/22/2020       | 127641       | 11            | ACE HARDWARE             | 590047         | 1                | 10-55110-3100      | .00            | 29.98          | 29.98        |
| 05/20         | 05/22/2020       | 127641       | 11            | ACE HARDWARE             | 590052         | 1                | 10-55110-3100      | .00            | 3.99           | 3.99         |
| 05/20         | 05/22/2020       | 127641       | 11            | ACE HARDWARE             | 590124         | 1                | 01-52200-3400      | .00            | 46.94          | 46.94        |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                     | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|---------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127641: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 140.29          |
| <b>127642</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127642          | 30               | ALLIANT ENERGY/WPL        | 1681000000        | 1                   | 01-52900-2210         | .00               | 20.49             | 20.49           |
| 05/20         | 05/22/2020          | 127642          | 30               | ALLIANT ENERGY/WPL        | 1822330000-       | 1                   | 01-52100-2210         | .00               | 19.22             | 19.22           |
| 05/20         | 05/22/2020          | 127642          | 30               | ALLIANT ENERGY/WPL        | 3219500000        | 1                   | 01-52100-2210         | .00               | 1,471.48          | 1,471.48        |
| 05/20         | 05/22/2020          | 127642          | 30               | ALLIANT ENERGY/WPL        | 959110000         | 1                   | 01-55200-3400         | .00               | 18.42             | 18.42           |
| 05/20         | 05/22/2020          | 127642          | 30               | ALLIANT ENERGY/WPL        | 9815010000        | 1                   | 12-55500-2210         | .00               | 197.95            | 197.95          |
| Total 127642: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 1,727.56        |
| <b>127643</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127643          | 32               | ALLIED COOPERATIVE        | 71102             | 1                   | 01-53432-3400         | .00               | 375.00            | 375.00          |
| 05/20         | 05/22/2020          | 127643          | 32               | ALLIED COOPERATIVE        | 71168             | 1                   | 01-53311-3401         | .00               | 46.90             | 46.90           |
| Total 127643: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 421.90          |
| <b>127644</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127644          | 34               | ALLSTATE PETERBILT OF TOM | 5203109440        | 1                   | 01-53620-3500         | .00               | 279.22            | 279.22          |
| 05/20         | 05/22/2020          | 127644          | 34               | ALLSTATE PETERBILT OF TOM | 5203109463        | 1                   | 01-53620-3500         | .00               | 122.09            | 122.09          |
| Total 127644: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 401.31          |
| <b>127645</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127645          | 1591             | ANDERSON, CHRISTI         | 190520            | 1                   | 03-52300-3100         | .00               | 52.70             | 52.70           |
| Total 127645: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 52.70           |
| <b>127646</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127646          | 1210             | BELCO VEHICLE SOLUTIONS L | 5174              | 1                   | 01-57210-8300         | .00               | 935.00            | 935.00          |
| Total 127646: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 935.00          |
| <b>127647</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127647          | 2                | BENEFIT PLAN ADMINISTRATO | 03331             | 1                   | 01-51980-3400         | .00               | 118.75            | 118.75          |
| 05/20         | 05/22/2020          | 127647          | 2                | BENEFIT PLAN ADMINISTRATO | 1714              | 1                   | 01-51980-3400         | .00               | 123.50            | 123.50          |
| 05/20         | 05/22/2020          | 127647          | 2                | BENEFIT PLAN ADMINISTRATO | 3179              | 1                   | 01-51980-3400         | .00               | 118.75            | 118.75          |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                    | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|--------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127647: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 361.00          |
| <b>127648</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127648          | 84               | BEST KEPT PORTABLES LLC  | 21766             | 1                   | 01-53311-3408         | .00               | 90.00             | 90.00           |
| Total 127648: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 90.00           |
| <b>127649</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127649          | 96               | BOUND TREE MEDICAL LLC   | 83621600          | 1                   | 03-52300-3400         | .00               | 233.98            | 233.98          |
| Total 127649: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 233.98          |
| <b>127650</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127650          | 102              | BRENENGEN CHRYSLER FORD  | 29118             | 1                   | 01-52100-3500         | .00               | 15.00             | 15.00           |
| 05/20         | 05/22/2020          | 127650          | 102              | BRENENGEN CHRYSLER FORD  | 31405             | 1                   | 01-52100-3500         | .00               | 32.25             | 32.25           |
| 05/20         | 05/22/2020          | 127650          | 102              | BRENENGEN CHRYSLER FORD  | 31418             | 1                   | 01-52100-3500         | .00               | 50.20             | 50.20           |
| Total 127650: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 97.45           |
| <b>127651</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127651          | 128              | CENTURYLINK              | 21-30131096       | 1                   | 01-52100-2230         | .00               | 24.00             | 24.00           |
| Total 127651: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 24.00           |
| <b>127652</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127652          | 1837             | CENTURYLINK              | 2130786           | 1                   | 03-52300-2230         | .00               | 38.24             | 38.24           |
| Total 127652: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 38.24           |
| <b>127653</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 1                   | 01-51200-2230         | .00               | .22               | .22             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 2                   | 01-51415-2230         | .00               | .06               | .06             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 3                   | 01-51420-2230         | .00               | 6.80              | 6.80            |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 4                   | 01-51520-2230         | .00               | .06               | .06             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 5                   | 01-51600-2230         | .00               | .06               | .06             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 6                   | 01-52100-2230         | .00               | 68.57             | 68.57           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 7                   | 01-52400-2230         | .00               | .06               | .06             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 8                   | 01-53100-2230         | .00               | .98               | .98             |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                    | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|--------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 9                   | 01-53311-2230         | .00               | .69               | .69             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 10                  | 01-53510-2230         | .00               | .12               | .12             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 11                  | 01-55200-2230         | .00               | .06               | .06             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 12                  | 01-55300-2230         | .00               | .18               | .18             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 13                  | 01-55402-2230         | .00               | .06               | .06             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 14                  | 02-56910-2230         | .00               | .12               | .12             |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 15                  | 03-52300-2230         | .00               | 2.10              | 2.10            |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 16                  | 04-56600-2230         | .00               | 4.33              | 4.33            |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 17                  | 10-55110-2230         | .00               | 21.51             | 21.51           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 18                  | 12-55500-2230         | .00               | 10.28             | 10.28           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 19                  | 01-15620              | .00               | 1.19              | 1.19            |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 20                  | 01-15610              | .00               | 1.61              | 1.61            |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491347435        | 21                  | 01-15210              | .00               | 4.34              | 4.34            |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 1                   | 01-52100-2230         | .00               | 648.21            | 648.21          |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 2                   | 01-51200-2230         | .00               | 18.52             | 18.52           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 3                   | 01-51520-2230         | .00               | 74.08             | 74.08           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 4                   | 01-51415-2230         | .00               | 18.52             | 18.52           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 5                   | 01-51420-2230         | .00               | 37.05             | 37.05           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 6                   | 01-51100-2230         | .00               | 18.52             | 18.52           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 7                   | 01-51530-2230         | .00               | 18.52             | 18.52           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 8                   | 01-51410-2230         | .00               | 18.52             | 18.52           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 9                   | 01-52400-2230         | .00               | 18.52             | 18.52           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 10                  | 01-53100-2230         | .00               | 61.73             | 61.73           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 11                  | 01-15610              | .00               | 24.69             | 24.69           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 12                  | 01-15620              | .00               | 24.69             | 24.69           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 13                  | 01-55200-2230         | .00               | 37.04             | 37.04           |
| 05/20         | 05/22/2020          | 127653          | 127              | CENTURYLINK BUSINESS SER | 1491640854        | 14                  | 01-52200-2230         | .00               | 18.52             | 18.52           |
| Total 127653: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 1,160.53        |
| <b>127654</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127654          | 862              | CONWAY SHIELD            | 0457377-IN        | 1                   | 03-52300-3400         | .00               | 715.00            | 715.00          |
| Total 127654: |                     |                 |                  |                          |                   |                     |                       | .00               |                   | 715.00          |
| <b>127655</b> |                     |                 |                  |                          |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127655          | 1887             | DAVE DECHANT             | 200518            | 1                   | 01-44100              | .00               | 50.00             | 50.00           |
| 05/20         | 05/22/2020          | 127655          | 1887             | DAVE DECHANT             | 200518            | 2                   | 01-44100              | .00               | 50.00             | 50.00           |



| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                   | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|-------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127655: |                     |                 |                  |                         |                   |                     |                       | .00               |                   | 100.00          |
| <b>127656</b> |                     |                 |                  |                         |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127656          | 215              | EMERGENCY COMMUNICATIO  | 3088              | 1                   | 01-52900-2900         | .00               | 2,058.00          | 2,058.00        |
| Total 127656: |                     |                 |                  |                         |                   |                     |                       | .00               |                   | 2,058.00        |
| <b>127657</b> |                     |                 |                  |                         |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127657          | 216              | EMERGENCY MEDICAL PRODU | 2166430           | 1                   | 03-52300-3400         | .00               | 33.14-            | 33.14-          |
| 05/20         | 05/22/2020          | 127657          | 216              | EMERGENCY MEDICAL PRODU | 2166430           | 2                   | 03-52300-3400         | .00               | 314.67            | 314.67          |
| Total 127657: |                     |                 |                  |                         |                   |                     |                       | .00               |                   | 281.53          |
| <b>127658</b> |                     |                 |                  |                         |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127658          | 1763             | FAIRCHILD EQUIPMENT     | Y77941            | 1                   | 01-53311-3402         | .00               | 186.26            | 186.26          |
| 05/20         | 05/22/2020          | 127658          | 1763             | FAIRCHILD EQUIPMENT     | Y78120            | 1                   | 01-53311-3402         | .00               | 183.96            | 183.96          |
| 05/20         | 05/22/2020          | 127658          | 1763             | FAIRCHILD EQUIPMENT     | Y78167            | 1                   | 01-53311-3402         | .00               | 314.40            | 314.40          |
| Total 127658: |                     |                 |                  |                         |                   |                     |                       | .00               |                   | 684.62          |
| <b>127659</b> |                     |                 |                  |                         |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127659          | 1656             | FAMILY SUPPORT REGISTRY | 200508            | 1                   | 01-21590              | .00               | 275.53            | 275.53          |
| 05/20         | 05/22/2020          | 127659          | 1656             | FAMILY SUPPORT REGISTRY | 200522            | 1                   | 01-21590              | .00               | 275.53            | 275.53          |
| Total 127659: |                     |                 |                  |                         |                   |                     |                       | .00               |                   | 551.06          |
| <b>127660</b> |                     |                 |                  |                         |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127660          | 1891             | FRANNY'S                | 20052107          | 1                   | 01-44100              | .00               | 250.00            | 250.00          |
| 05/20         | 05/22/2020          | 127660          | 1891             | FRANNY'S                | 20052107          | 2                   | 01-44100              | .00               | 50.00             | 50.00           |
| Total 127660: |                     |                 |                  |                         |                   |                     |                       | .00               |                   | 300.00          |
| <b>127661</b> |                     |                 |                  |                         |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127661          | 1888             | JAN SIMONSON            | 200519            | 1                   | 01-46720              | .00               | 75.83             | 75.83           |
| 05/20         | 05/22/2020          | 127661          | 1888             | JAN SIMONSON            | 200519            | 2                   | 01-24210              | .00               | 4.17              | 4.17            |
| Total 127661: |                     |                 |                  |                         |                   |                     |                       | .00               |                   | 80.00           |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                      | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|----------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| <b>127662</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127662          | 354              | JOHN SHUCK PLUMBING & REP  | 12196             | 1                   | 01-55401-3500         | .00               | 100.00            | 100.00          |
| Total 127662: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 100.00          |
| <b>127663</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127663          | 396              | LEXISNEXIS RISK DATA MANAG | 1378284-202       | 1                   | 01-52100-2900         | .00               | 33.00             | 33.00           |
| Total 127663: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 33.00           |
| <b>127664</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127664          | 425              | MECA SPORTSWEAR INC        | SIP188170         | 1                   | 03-52300-3400         | .00               | 1,190.00          | 1,190.00        |
| Total 127664: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 1,190.00        |
| <b>127665</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127665          | 442              | MISSISSIPPI WELDERS SUPPL  | 3178284           | 1                   | 01-53311-3402         | .00               | 49.66             | 49.66           |
| Total 127665: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 49.66           |
| <b>127666</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127666          | 1781             | MOLTER'S FRESH MARKET      | 00038929          | 1                   | 05-52110-3400         | .00               | 103.62            | 103.62          |
| Total 127666: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 103.62          |
| <b>127667</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127667          | 461              | MONROE CO SOLID WASTE      | 002-0420          | 1                   | 01-53630-5300         | .00               | 13,458.00         | 13,458.00       |
| Total 127667: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 13,458.00       |
| <b>127668</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127668          | 475              | NAPA - CENTRAL WISCONSIN A | 597352            | 1                   | 01-53311-3402         | .00               | 6.00              | 6.00            |
| Total 127668: |                     |                 |                  |                            |                   |                     |                       | .00               |                   | 6.00            |
| <b>127669</b> |                     |                 |                  |                            |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127669          | 499              | OAKDALE ELECTRIC COOPERA   | 21-30198002       | 1                   | 01-52900-2210         | .00               | 33.26             | 33.26           |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                     | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|---------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127669: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 33.26           |
| <b>127670</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127670          | 538              | QUILL CORPORATION         | 6701010           | 1                   | 03-52300-3400         | .00               | 266.08            | 266.08          |
| 05/20         | 05/22/2020          | 127670          | 538              | QUILL CORPORATION         | 6718428           | 1                   | 03-52300-3400         | .00               | 14.99             | 14.99           |
| Total 127670: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 281.07          |
| <b>127671</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127671          | 557              | RIVER CITY READY MIX INC  | 39720             | 1                   | 01-53441-3400         | .00               | 67.00             | 67.00           |
| Total 127671: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 67.00           |
| <b>127672</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127672          | 590              | SPIELBAUER FIREWORKS CO I | 20TO5839          | 1                   | 01-55300-2100         | .00               | 1,000.00          | 1,000.00        |
| Total 127672: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 1,000.00        |
| <b>127673</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127673          | 603              | STREICHERS INC            | 11431251          | 1                   | 01-57210-8300         | .00               | 3,023.00          | 3,023.00        |
| Total 127673: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 3,023.00        |
| <b>127674</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127674          | 637              | TOMAH AREA SCHOOL DISTRIC | 200522            | 1                   | 01-24600              | .00               | 1,122.55          | 1,122.55        |
| Total 127674: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 1,122.55        |
| <b>127675</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127675          | 640              | TOMAH FIRE DEPARTMENT     | 200401            | 1                   | 01-21592              | .00               | 260.00            | 260.00          |
| 05/20         | 05/22/2020          | 127675          | 640              | TOMAH FIRE DEPARTMENT     | 200501            | 1                   | 01-21592              | .00               | 280.00            | 280.00          |
| Total 127675: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 540.00          |
| <b>127676</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/22/2020          | 127676          | 658              | TOMAH WATER & SEWER UTILI | 642.00            | 1                   | 12-55500-2220         | .00               | 9.13              | 9.13            |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                     | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|---------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| Total 127676: |                  |              |               |                           |                |                  |                    | .00            |                | 9.13         |
| <b>127677</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/22/2020       | 127677       | 1889          | TROY LENNING              | 200521         | 1                | 01-46720           | .00            | 75.83          | 75.83        |
| 05/20         | 05/22/2020       | 127677       | 1889          | TROY LENNING              | 200521         | 2                | 01-24210           | .00            | 4.17           | 4.17         |
| Total 127677: |                  |              |               |                           |                |                  |                    | .00            |                | 80.00        |
| <b>127678</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/22/2020       | 127678       | 699           | VERIZON                   | 9853666308     | 1                | 01-52100-2230      | .00            | 453.24         | 453.24       |
| Total 127678: |                  |              |               |                           |                |                  |                    | .00            |                | 453.24       |
| <b>127679</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/22/2020       | 127679       | 1890          | WANDA SCHLEICHER          | 20200521       | 1                | 01-46720           | .00            | 75.83          | 75.83        |
| 05/20         | 05/22/2020       | 127679       | 1890          | WANDA SCHLEICHER          | 20200521       | 2                | 01-24210           | .00            | 4.17           | 4.17         |
| Total 127679: |                  |              |               |                           |                |                  |                    | .00            |                | 80.00        |
| <b>127680</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/22/2020       | 127680       | 721           | WE ENERGIES               | 200522         | 1                | 01-52100-2200      | .00            | 357.02         | 357.02       |
| Total 127680: |                  |              |               |                           |                |                  |                    | .00            |                | 357.02       |
| <b>127681</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/22/2020       | 127681       | 1285          | WI DEPT OF TRANSPORTATION | 395-0000154    | 1                | 08-57351-8100      | .00            | 127.01         | 127.01       |
| 05/20         | 05/22/2020       | 127681       | 1285          | WI DEPT OF TRANSPORTATION | 395-0000170    | 1                | 08-57351-8100      | .00            | 5,114.95       | 5,114.95     |
| Total 127681: |                  |              |               |                           |                |                  |                    | .00            |                | 5,241.96     |
| <b>127682</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/22/2020       | 127682       | 749           | WI SCTF                   | 200508         | 1                | 01-21590           | .00            | 848.08         | 848.08       |
| 05/20         | 05/22/2020       | 127682       | 749           | WI SCTF                   | 200522         | 1                | 01-21590           | .00            | 848.08         | 848.08       |
| Total 127682: |                  |              |               |                           |                |                  |                    | .00            |                | 1,696.16     |
| <b>127683</b> |                  |              |               |                           |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127683       | 11            | ACE HARDWARE              | 590108         | 1                | 01-51600-3400      | .00            | 23.31          | 23.31        |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee              | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|--------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| 05/20         | 05/29/2020       | 127683       | 11            | ACE HARDWARE       | 590189         | 1                | 01-53311-3508      | .00            | 12.95          | 12.95        |
| 05/20         | 05/29/2020       | 127683       | 11            | ACE HARDWARE       | 590284         | 1                | 01-55402-3400      | .00            | 94.15          | 94.15        |
| Total 127683: |                  |              |               |                    |                |                  |                    | .00            |                | 130.41       |
| <b>127684</b> |                  |              |               |                    |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127684       | 1898          | ANNETTE PETERSON   | 200527         | 1                | 01-44100           | .00            | 5.00           | 5.00         |
| Total 127684: |                  |              |               |                    |                |                  |                    | .00            |                | 5.00         |
| <b>127685</b> |                  |              |               |                    |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127685       | 78            | BEAR GRAPHICS INC  | 0847706        | 1                | 01-51440-3100      | .00            | 312.23         | 312.23       |
| 05/20         | 05/29/2020       | 127685       | 78            | BEAR GRAPHICS INC  | 0847707        | 1                | 01-51440-3100      | .00            | 370.23         | 370.23       |
| Total 127685: |                  |              |               |                    |                |                  |                    | .00            |                | 682.46       |
| <b>127686</b> |                  |              |               |                    |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127686       | 1892          | CANCUN BAY LTD     | 20200522       | 1                | 01-44100           | .00            | 250.00         | 250.00       |
| 05/20         | 05/29/2020       | 127686       | 1892          | CANCUN BAY LTD     | 20200522       | 2                | 01-44100           | .00            | 50.00          | 50.00        |
| Total 127686: |                  |              |               |                    |                |                  |                    | .00            |                | 300.00       |
| <b>127687</b> |                  |              |               |                    |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127687       | 128           | CENTURYLINK        | 301313462-2    | 1                | 01-52100-2230      | .00            | 763.07         | 763.07       |
| 05/20         | 05/29/2020       | 127687       | 128           | CENTURYLINK        | 301313463-5    | 1                | 01-51420-2230      | .00            | 31.02          | 31.02        |
| 05/20         | 05/29/2020       | 127687       | 128           | CENTURYLINK        | 301313466-5    | 1                | 01-51200-2230      | .00            | 30.78          | 30.78        |
| 05/20         | 05/29/2020       | 127687       | 128           | CENTURYLINK        | 301313480-5    | 1                | 04-56600-2230      | .00            | 52.48          | 52.48        |
| 05/20         | 05/29/2020       | 127687       | 128           | CENTURYLINK        | 301313480-5    | 2                | 01-15210           | .00            | 52.47          | 52.47        |
| Total 127687: |                  |              |               |                    |                |                  |                    | .00            |                | 929.82       |
| <b>127688</b> |                  |              |               |                    |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127688       | 187           | DATA FINANCIAL INC | INV97507       | 1                | 01-51520-2900      | .00            | 618.00         | 618.00       |
| Total 127688: |                  |              |               |                    |                |                  |                    | .00            |                | 618.00       |
| <b>127689</b> |                  |              |               |                    |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127689       | 1777          | DELTA DENTAL       | 280520         | 1                | 01-21597           | .00            | 196.78         | 196.78       |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                   | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|-------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| Total 127689: |                  |              |               |                         |                |                  |                    | .00            |                | 196.78       |
| <b>127690</b> |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127690       | 191           | DEMCO INC               | 6797842        | 1                | 10-55110-3100      | .00            | 459.60         | 459.60       |
| 05/20         | 05/29/2020       | 127690       | 191           | DEMCO INC               | 6797861        | 1                | 10-55110-3100      | .00            | 959.09         | 959.09       |
| 05/20         | 05/29/2020       | 127690       | 191           | DEMCO INC               | 6798320        | 1                | 10-55110-3100      | .00            | 290.09         | 290.09       |
| Total 127690: |                  |              |               |                         |                |                  |                    | .00            |                | 1,708.78     |
| <b>127691</b> |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127691       | 1899          | DIMENSIONS II LLC       | 20200528       | 1                | 01-44100           | .00            | 50.00          | 50.00        |
| 05/20         | 05/29/2020       | 127691       | 1899          | DIMENSIONS II LLC       | 20200528       | 2                | 01-44100           | .00            | 250.00         | 250.00       |
| Total 127691: |                  |              |               |                         |                |                  |                    | .00            |                | 300.00       |
| <b>127692</b> |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127692       | 1894          | DONNA KLUMP             | 260520         | 1                | 01-46720           | .00            | 47.39          | 47.39        |
| 05/20         | 05/29/2020       | 127692       | 1894          | DONNA KLUMP             | 260520         | 2                | 01-24210           | .00            | 2.61           | 2.61         |
| Total 127692: |                  |              |               |                         |                |                  |                    | .00            |                | 50.00        |
| <b>127693</b> |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127693       | 1896          | ENVIROTECH EQUIPMENT    | VERBAL JUS     | 1                | 01-53620-3500      | .00            | 164.63         | 164.63       |
| Total 127693: |                  |              |               |                         |                |                  |                    | .00            |                | 164.63       |
| <b>127694</b> |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127694       | 220           | EO JOHNSON CO           | INV756786      | 1                | 10-55110-2900      | .00            | 11.28          | 11.28        |
| 05/20         | 05/29/2020       | 127694       | 220           | EO JOHNSON CO           | INV758289      | 1                | 01-53100-3100      | .00            | 36.00          | 36.00        |
| 05/20         | 05/29/2020       | 127694       | 220           | EO JOHNSON CO           | INV758516      | 1                | 01-53311-3100      | .00            | 87.00          | 87.00        |
| Total 127694: |                  |              |               |                         |                |                  |                    | .00            |                | 134.28       |
| <b>127695</b> |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127695       | 223           | ESS BROTHERS & SONS INC | AA2648         | 1                | 01-53441-3400      | .00            | 578.00         | 578.00       |
| Total 127695: |                  |              |               |                         |                |                  |                    | .00            |                | 578.00       |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                   | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|-------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| 127696        |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127696       | 1893          | JAMES SHISLER           | 200526         | 1                | 01-46720           | .00            | 75.83          | 75.83        |
| 05/20         | 05/29/2020       | 127696       | 1893          | JAMES SHISLER           | 200526         | 2                | 01-24210           | .00            | 4.17           | 4.17         |
| Total 127696: |                  |              |               |                         |                |                  |                    | .00            |                | 80.00        |
| 127697        |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127697       | 1886          | KAS INVESTMENTS LLC     | 286119         | 1                | 01-24412           | .00            | 116.16         | 116.16       |
| Total 127697: |                  |              |               |                         |                |                  |                    | .00            |                | 116.16       |
| 127698        |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127698       | 966           | KELLER, IRMA            | 260520         | 1                | 10-55110-3100      | .00            | 17.91          | 17.91        |
| Total 127698: |                  |              |               |                         |                |                  |                    | .00            |                | 17.91        |
| 127699        |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127699       | 1391          | LOFFLER COMPANIES       | 3434597        | 1                | 01-51420-2900      | .00            | 168.75         | 168.75       |
| Total 127699: |                  |              |               |                         |                |                  |                    | .00            |                | 168.75       |
| 127700        |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127700       | 416           | MATHY CONSTRUCTION COMP | 5200017755     | 1                | 01-53311-3404      | .00            | 4,666.08       | 4,666.08     |
| Total 127700: |                  |              |               |                         |                |                  |                    | .00            |                | 4,666.08     |
| 127701        |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127701       | 438           | MILESTONE MATERIALS     | 3500154073     | 1                | 01-53311-3408      | .00            | 409.50         | 409.50       |
| Total 127701: |                  |              |               |                         |                |                  |                    | .00            |                | 409.50       |
| 127702        |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127702       | 444           | MODERN DISPOSAL SYSTEMS | 500,106886     | 1                | 01-53635-2900      | .00            | 621.08         | 621.08       |
| Total 127702: |                  |              |               |                         |                |                  |                    | .00            |                | 621.08       |
| 127703        |                  |              |               |                         |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127703       | 452           | MONROE CO HIGHWAY DEPAR | 270520         | 1                | 01-53311-2900      | .00            | 101.10         | 101.10       |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                     | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|---------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127703: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 101.10          |
| <b>127704</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/29/2020          | 127704          | 467              | MSA PROFESSIONAL SERVICE  | R00067007.0       | 1                   | 14-56700-2100         | .00               | 3,570.75          | 3,570.75        |
| 05/20         | 05/29/2020          | 127704          | 467              | MSA PROFESSIONAL SERVICE  | R00067007.0       | 2                   | 01-56900-2100         | .00               | 583.00            | 583.00          |
| 05/20         | 05/29/2020          | 127704          | 467              | MSA PROFESSIONAL SERVICE  | R00067007.0       | 3                   | 06-56700-2100         | .00               | 1,664.25          | 1,664.25        |
| Total 127704: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 5,818.00        |
| <b>127705</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/29/2020          | 127705          | 1639             | MURRAY'S ON MAIN          | 20200528          | 1                   | 01-44100              | .00               | 50.00             | 50.00           |
| 05/20         | 05/29/2020          | 127705          | 1639             | MURRAY'S ON MAIN          | 20200528          | 2                   | 01-44100              | .00               | 250.00            | 250.00          |
| Total 127705: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 300.00          |
| <b>127706</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/29/2020          | 127706          | 1897             | NERISA LEE                | 20200527          | 1                   | 01-46720              | .00               | 47.39             | 47.39           |
| 05/20         | 05/29/2020          | 127706          | 1897             | NERISA LEE                | 20200527          | 2                   | 01-24210              | .00               | 2.61              | 2.61            |
| Total 127706: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 50.00           |
| <b>127707</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/29/2020          | 127707          | 491              | NORTHFIELD RESTAURANT CO  | 200528            | 1                   | 01-44100              | .00               | 50.00             | 50.00           |
| Total 127707: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 50.00           |
| <b>127708</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/29/2020          | 127708          | 1900             | PEKING CHINESE RESTAURAN  | 20052801          | 1                   | 01-44100              | .00               | 50.00             | 50.00           |
| 05/20         | 05/29/2020          | 127708          | 1900             | PEKING CHINESE RESTAURAN  | 20052801          | 2                   | 01-44100              | .00               | 50.00             | 50.00           |
| Total 127708: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 100.00          |
| <b>127709</b> |                     |                 |                  |                           |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/29/2020          | 127709          | 516              | PERKINS FAMILY RESTAURANT | 30001875          | 1                   | 01-44100              | .00               | 50.00             | 50.00           |
| 05/20         | 05/29/2020          | 127709          | 516              | PERKINS FAMILY RESTAURANT | 30001875          | 2                   | 01-44100              | .00               | 250.00            | 250.00          |
| Total 127709: |                     |                 |                  |                           |                   |                     |                       | .00               |                   | 300.00          |



| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                      | Invoice Number | Invoice Sequence | Invoice GL Account | Discount Taken | Invoice Amount | Check Amount |
|---------------|------------------|--------------|---------------|----------------------------|----------------|------------------|--------------------|----------------|----------------|--------------|
| <b>127710</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127710       | 557           | RIVER CITY READY MIX INC   | 39738          | 1                | 01-53311-3405      | .00            | 268.00         | 268.00       |
| Total 127710: |                  |              |               |                            |                |                  |                    | .00            |                | 268.00       |
| <b>127711</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127711       | 596           | STAPLES ADVANTAGE          | 3446888724     | 1                | 01-52100-3100      | .00            | 310.60         | 310.60       |
| 05/20         | 05/29/2020       | 127711       | 596           | STAPLES ADVANTAGE          | 3446888725     | 1                | 01-52100-3100      | .00            | 4.67           | 4.67         |
| Total 127711: |                  |              |               |                            |                |                  |                    | .00            |                | 315.27       |
| <b>127712</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127712       | 1714          | SUPERIOR RENTAL LLC        | 286120         | 1                | 01-24412           | .00            | 542.45         | 542.45       |
| Total 127712: |                  |              |               |                            |                |                  |                    | .00            |                | 542.45       |
| <b>127713</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127713       | 1895          | TIMEVALUE SOFTWARE         | 34737          | 1                | 14-56700-3100      | .00            | 35.00          | 35.00        |
| Total 127713: |                  |              |               |                            |                |                  |                    | .00            |                | 35.00        |
| <b>127714</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127714       | 660           | TOMAH WELDING & STEEL SUP  | 16259          | 1                | 01-53311-3408      | .00            | 32.00          | 32.00        |
| Total 127714: |                  |              |               |                            |                |                  |                    | .00            |                | 32.00        |
| <b>127715</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127715       | 672           | TRI-STATE BUSINESS MACHINE | 490585         | 1                | 01-51200-2900      | .00            | 18.00          | 18.00        |
| Total 127715: |                  |              |               |                            |                |                  |                    | .00            |                | 18.00        |
| <b>127716</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127716       | 1805          | VINO ANJO LLC              | 200528         | 1                | 01-44100           | .00            | 50.00          | 50.00        |
| 05/20         | 05/29/2020       | 127716       | 1805          | VINO ANJO LLC              | 200528         | 2                | 01-44100           | .00            | 250.00         | 250.00       |
| Total 127716: |                  |              |               |                            |                |                  |                    | .00            |                | 300.00       |
| <b>127717</b> |                  |              |               |                            |                |                  |                    |                |                |              |
| 05/20         | 05/29/2020       | 127717       | 1590          | VISION SERVICE PLAN        | 809426155      | 1                | 01-21596           | .00            | 365.33         | 365.33       |

| GL<br>Period  | Check<br>Issue Date | Check<br>Number | Vendor<br>Number | Payee                   | Invoice<br>Number | Invoice<br>Sequence | Invoice<br>GL Account | Discount<br>Taken | Invoice<br>Amount | Check<br>Amount |
|---------------|---------------------|-----------------|------------------|-------------------------|-------------------|---------------------|-----------------------|-------------------|-------------------|-----------------|
| Total 127717: |                     |                 |                  |                         |                   |                     |                       | .00               | 365.33            |                 |
| <b>127718</b> |                     |                 |                  |                         |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/29/2020          | 127718          | 707              | WALMART COMMUNITY/SYNCB | 260520            | 1                   | 10-55110-3420         | .00               | 301.40            | 301.40          |
| Total 127718: |                     |                 |                  |                         |                   |                     |                       | .00               | 301.40            |                 |
| <b>127719</b> |                     |                 |                  |                         |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/29/2020          | 127719          | 721              | WE ENERGIES             | 52620-6235-       | 1                   | 10-55110-2200         | .00               | 185.41            | 185.41          |
| Total 127719: |                     |                 |                  |                         |                   |                     |                       | .00               | 185.41            |                 |
| <b>127720</b> |                     |                 |                  |                         |                   |                     |                       |                   |                   |                 |
| 05/20         | 05/29/2020          | 127720          | 770              | WOLF CONCRETE & CONSTRU | 2020-02(1)        | 1                   | 01-53311-3406         | .00               | 648.00            | 648.00          |
| 05/20         | 05/29/2020          | 127720          | 770              | WOLF CONCRETE & CONSTRU | 2020-03           | 1                   | 01-53311-3404         | .00               | 441.00            | 441.00          |
| 05/20         | 05/29/2020          | 127720          | 770              | WOLF CONCRETE & CONSTRU | 2020-03           | 2                   | 01-53311-3406         | .00               | 2,952.00          | 2,952.00        |
| 05/20         | 05/29/2020          | 127720          | 770              | WOLF CONCRETE & CONSTRU | 2020-03           | 3                   | 01-53432-2900         | .00               | 11,789.10         | 11,789.10       |
| Total 127720: |                     |                 |                  |                         |                   |                     |                       | .00               | 15,830.10         |                 |
| Grand Totals: |                     |                 |                  |                         |                   |                     |                       | .00               | 210,338.79        |                 |

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

Murray, Mike

City Council: \_\_\_\_\_

Cram, Jeff

Evans, Donna

Peterson, Dean

Kiefer, Lamont

Gigous, Adam

Scholze, Travis

Yarrington, Richard

Zabinski, Shawn