

**MEETING MINUTES - CITY OF TOMAH  
COMMITTEE OF THE WHOLE**

A COMMITTEE OF THE WHOLE MEETING of the City of Tomah was held on the 8th day of February, 2010 at 6:30 p.m. in the Council Chambers at City Hall.

The following members were present: Nellie Pater, Dennis Greeno, John Cram, Joanne Westpfahl, George Wright, Ron Olsen, Ted Schleicher, and Pete Peterson. Absent: None.

Also present: Mayor Ed Thompson, City Administrator Jim Bialecki, City Clerk JoAnn M. Cram, Police Chief Wes Revels, Ambulance Director Jody Allen, Fire Chief Kevin Decorah, Public Works & Utilities Director Ken Patterson, and City Treasurer Julia Rusch. Gregg Hagen videotaped the meeting.

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Chairperson Pete Peterson called the meeting to order at 6:30 p.m.

Motion by Greeno, second by Cram to approve the minutes of the January 11, 2010 regular Committee of the Whole meeting as presented. Motion passed without negative vote.

**Ambulance Department Monthly Report.** Ambulance Director Jody Allen provided the monthly department report. 1,830 total calls occurred in 2009. The roster includes 2 full time people, 23 EMT's, 2 trainees, 9 rescue techs, and 1 student currently enrolled in EMT class. Three grants were received in 2009 totaling \$12,000.

**Fire Department Monthly & Annual Report.** Fire Chief Decorah provided the monthly and annual fire department reports. There are currently 29 firefighters on the roster. New mobile radios have been received from grant funds and are now in service. Digital signals can now be received and transmitted. The portable radios will continue to be utilized. The fire department responded to 118 calls in 2009 compared to 108 in 2008. There were 8 structure fires. Two of the fires were caused by arson. There were no deaths or injuries reported. All engines passed the annual pump test with the exception of pumper 353 which was not quite up to capacity. There is perhaps some minor maintenance which will get the truck back up to capacity. All ladders and self-contained breathing apparatus passed the annual inspection. \$47,412 in grants and donations were received in 2009. \$35,951 was received from the Dept. of Justice, \$5,000 from the Frank Andres Trust, \$3,412 from the Thomas B. Earle Trust, \$2,949 from the Dept. of Natural Resources, and \$100 from the Tomah Warrens Sportsman Alliance.

**Lake Tomah Committee Update.** Hal Burnham of the Lake Committee advised that the DNR has done an outstanding job with the lake project. The DNR is finishing with the strategic placement of the trees and the riprap project is nearing completion.

**Zoning/Planning/Building Inspection.** Dir. Shane Rolff provided a written summary of building permits and zoning activities with 2009/2010 comparisons.

**Police Department Monthly & Annual Report.** Police Chief Wes Revels provided a summary of police activities for January as well as the annual report. There is a meeting on March 19<sup>th</sup> involving the Tavern League and downtown bar/tavern owners. April 23<sup>rd</sup> has been scheduled for another downtown cleanup. "Parents Who Host, Lose the Most" is a program that the Police Department will be involved in starting this year. Chief Revels presented the Annual Report. The Police Department wants to do some things with the District Attorney's office in an effort to save budget dollars by utilizing technology to reduce travel time. They are transitioning to a web based process called E-Tyme.

**Bartender Licenses.**

Motion by Wright second by Olsen to recommend the Common Council approve the bartender licenses as listed. Motion passed without negative vote. Bartender licenses approved as follows: Kaylee Courtade, Brielle Oliver, and Kurt Toczynski.

**Special Beer Permit – The Veterans Association for the Grand National Tractor Pull.**  
**Special Beer Permit – The Veterans Association for the Monroe County Fair.**  
**Special Beer Permit – MC Support Service LLC for the Grand National Tractor Pull.**  
**Special Beer Permit – MC Support Service LLC for the Monroe County Fair.**

The Veteran's Association has requested that the special beer permits be tabled until March for the Tractor Pull and Fair. Since the Veterans Association and the MC Support Service licenses are for the same events, it is requested that the special beer permits be tabled for both the Veterans Association and the MC Support Service LLC group for the Tractor Pull and Fair.

Motion by Wright, second by Pater to table the special beer permits for the Veterans Association and the MC Support Service LLC group for at least 30 days. Motion passed without negative vote.

**Special Beer Permit – St. Mary's Parish – February 14, 2010 – Valentine Brunch.** Motion by Wright, second by Cram to recommend the Common Council approve the special beer permit for St. Mary's Parish for the February 14, 2010 Valentine Brunch. Motion passed without negative vote.

**Special Beer Permit – Tomah Warrens Sportsman Alliance – March 13, 2010 for the Turkey Federation Banquet at the Recreation Building Main Hall.** Motion by Wright, second by Olsen to recommend the Common Council approve the special beer permit for the Tomah Warrens Sportsman Alliance for March 13, 2010 for the Turkey Federation Banquet at the Recreation Building Main Hall. Motion passed without negative vote.

**Special Beer Permit – Tomah Fire Department for ABATE of Wisconsin Motorcycle Show and Swap Meet at the Recreation Building and Farm Progress Building on April 24, 2010.** Motion by Wright, second by Olsen to recommend the Common Council approve the special beer permit for the Tomah Fire Department for ABATE of Wisconsin Motorcycle Show and Swap Meet at the Recreation Building and the Farm Progress Building on April 24, 2010. Motion passed without negative vote.

**Resolution Denying Claim of Frank & Janice Stump. Resolution Denying Claim of Barbara Westrate.** A claim was received from Frank and Janice Stump and Barbara Westrate regarding alleged ice and snow being thrown onto parked vehicles by the City's snowplow. The insurance company completed their investigation of these claims and is recommending denial of both claims as there is no negligence found on behalf of the city. No evidence was found to establish that a city plow was responsible for causing the damage.

Motion by Wright, second by Olsen to recommend the Common Council approve the resolutions denying the claims of Frank & Janice Stump and Barbara Westrate. Motion passed without negative vote.

**Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.60 Wisconsin Statutes (Hollister Avenue & Adjoining Street Improvements).** The Public Works & Utilities Commission voted in January to proceed with the 2010 Hollister Avenue street, curb and gutter and sidewalk improvements. The preliminary resolution needs to be approved to begin the legal process of levying special assessments for improvements to Hollister Avenue and adjoining streets. A public hearing will be scheduled upon approval of the resolution. An informational meeting was held January 26<sup>th</sup> with property owners. We will proceed with the design and the bidding at this time.

Motion by Wright, second by Olsen to recommend the Common Council approve the preliminary resolution declaring intent to exercise special assessment powers under Section 66.60 Wisconsin Statutes for the Hollister Avenue and Adjoining Street Improvements. Motion passed without negative vote.

**Annual Fire Department Fund Audit.** The City Treasurer is required to audit the Fire Department funds on an annual basis. This has been done and the books have been found in good order. No unusual activity was found. A summary of the fire fund activity was provided.

Motion by Wright, second by Olsen to approve the Fire Department's annual audit report as submitted. Motion passed without negative vote.

**Approval of Request for Proposal for Shared Ride Taxi Services.** The Department of Transportation has reviewed our 5311 Application and would like us to proceed with our Shared Ride Taxi Service. The next step is to do request for proposals (RFPs). The proposed time frame is as follows: Council approval of the RFP in February, submit the proposal to the Dept. of Transportation in February, and send out the requests for proposals in March. Implementation of the Service is set for May 1<sup>st</sup>. The final RFP proposal will be on the Department of Transportation's latest RFP so there may be some minor adjustments to it.

Motion by Pater, second by Westpfahl to approve the request for proposal for Shared Ride Taxi Services as presented. Motion passed with one negative vote (Schleicher).

**Resolution Approving Monthly Bills.** Motion by Greeno, second by Wright to recommend the Common Council approve the resolution authorizing payment of the monthly bills for a total amount of \$2,552,332.76. Motion passed without negative vote.

Motion by Wright, second by Olsen to adjourn. Motion passed without negative vote. Meeting adjourned at 7:14 p.m.

Respectfully Submitted,

JoAnn M. Cram, City Clerk