

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

A COMMITTEE OF THE WHOLE MEETING of the City of Tomah was held on the 12th day of July, 2010 at 6:30 p.m. in the Council Chambers at City Hall.

The following members were present: Nellie Pater, Dennis Greeno, John Cram, Larry Siekert, George Wright, Luke Bohlen, Ted Schleicher, and Pam Buchda. Absent: None.

Also present: Mayor John Rusch, City Administrator Jim Bialecki, City Clerk JoAnn M. Cram, Police Chief Wes Revels, Ambulance Director Jody Allen, Parks and Rec Director Joe Protz, Fire Chief Kevin Decorah, and Treasurer Julia Rusch. Gregg Hagen videotaped the meeting.

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Chairperson John Cram called the meeting to order at 6:30 p.m.

Motion by Greeno, second by Siekert approve the minutes of the June 7, 2010 regular Committee of the Whole meeting as presented. Motion passed without negative vote.

**Fire Department Monthly Report.** Fire Chief Kevin Decorah provided the monthly department report.

**Ambulance Department Monthly Report.** Ambulance Director Jody Allen provided the monthly department report.

**Lake Tomah Committee Update –** Mike Grandinetti advised that the slabs were put in at the south launch and at Jones Court. They will be putting a slab at the end of Juneau Avenue. The gravel launch is being worked on. The lake is cleaning itself. The DNR has run into logistic problems between their hatchery at Fort McCoy and the DNR hatchery in Genoa. The lake is still down 3 feet for at least another month and the gate will then be raised to contain more water. A Lake Committee meeting will be held July 14<sup>th</sup> and a new chairman will be appointed at that time.

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

**Long Range Planning Committee Report.** No report.

**Police Department Monthly Report.** Police Chief Wes Revels provided a summary of police activities for June. National Night Out is scheduled for August 3<sup>rd</sup> from 4 to 8 p.m. at Winnebago Park. The dog ordinance committee work group has scheduled a meeting this week and a proposal is anticipated to come to the Council in August. Jennifer Helgerson from Burlington, WI will be starting with the Dept. on July 18<sup>th</sup>.

**Parks and Recreation Monthly Report.** Parks & Recreation Director Joe Protz provided a summary of Parks and Recreation activities.

**Treasurers Cash & Investment Reports.** Motion by Wright, second by Greeno to accept the April and May cash reports and the May and June investment reports. Motion passed without negative vote. The cash report for June will be available in August.

**Bartender License – Jamie N. Bernal.** Jamie Bernal was denied a provisional license due to an outstanding fine owed to the City of Tomah. Ms. Bernal failed to appear before the Committee as required.

Motion by Wright, second by Pater to recommend the Common Council deny the bartender license for Jamie Bernal due to failure to appear and for an outstanding forfeiture owed the City. Motion passed without negative vote.

## **Bartender Licenses.**

Motion by Pater, second by Wright to recommend the Common Council approve bartender's licenses as listed. Motion passed without negative vote. Bartender licenses approved as follows: Tiffani K. Addison, Amber K. Arenz, Raim Baftiri, Stacy L. Baldwin, Stephen J. Bissen, Arnold V. Bloyer, Mark T. Clay, Ralph H. Cox, Christian J. Dawley, James A. Dettinger, Stanley J. Garfoot, Cynthia A. Gerke, Barbara S. Grobe, Sandra Jo Groski, John J. Hanson, Mary L. Hellendrung, Scott W. Hurd, Kerry R. Keene, Tom E. Muench, Kimberly I. Noe, Sarah N. Oppelt, Amber M. Parker, Chelsea M. Raiten, Nicolette E. Rapp, Erika Retzlaff, Henrietta R. Schaller, Cynthia A. Stivers, Gary Sullivan, Deanna G. Syversen, Leah M. Wedl, and Melissa A. Williams.

**Taxi Cab License – Ace Cab Company.** DL & KL Enterprises LLC, Ace Cab Company has applied for a taxi cab license for a 1993 Chevy Caprice VIN #1G1BL53E2PR142725. Insurance and inspection reports are on file.

Motion by Wright, second by Siekert to recommend the Common Council approve the taxi cab license for the Ace Cab Company for a 1993 Chevy Caprice VIN # 1G1BL53E2PR142725. Motion passed without negative vote.

**Special Beer Permit – MC Support Service LLC for the Monroe County Fair (White Tent) Recreation Park, July 28-August 1, 2010 for Kendall Veterans Bingo.** Chris Schreier addressed the Committee. Their intention on the tent is to raise some additional funds. This year bingo and a bean bag contest are planned and all money will go back to the Monroe County Fair. Hours currently are Thursday at 1 p.m. and 7 p.m. and on Sunday at 1 p.m. There will also be a bean bag tournament at noon on Sunday. Jim Oliver of the Tomah Veterans Association advised that over the last six months, the Veterans Association has had many discussions about this beer permit. A compromise was reached and the Council determined that the Veterans would retain the beer garden permit and the MC Support Service LLC was given a beer permit for the grandstand area. There is already a beer permit at the Veterans Beer Garden and the grandstand area. Mr. Oliver is totally opposed to setting up another beer stand at the fairgrounds. Mary Maas, Secretary/Treasurer for MC Support Services supported the additional license. Ms. Maas advised that all alcohol would be removed from the tent when licensed bartenders were not on duty. Mayor John Rusch advised the Fair is a family event and voiced concern over a second beer tent in the middle of the midway. Pete Peterson of 1514 Lakeview Drive, Treasurer of the Veterans Association, advised he is concerned about selling beer on the midway where the families congregate. There is already a beer license in a confined area somewhat away from the midway and sees no reason to grant this request. Alderperson Buchda feels that anything that increases activities for the Fair is a positive thing. Alderperson Greeno doesn't see a problem as long as the beer is only available during the scheduled events. Brad Culpitt, Tomah is the president of MC Support Services. They are trying to think of ways to generate more revenue as Fairs are dying. Alderperson Schleicher voiced concern about another beer tent. Dave Schreier advised that the Tractor Pull subsidizes the Fair. The Ag Society owns the Tractor Pull event. Without added funds, the Fair cannot survive.

Motion by Buchda, second by Siekert to recommend the Common Council approve the Special Beer Permit for the Monroe County Fair White Tent at Recreation Park July 28-August 1, 2010 for various activities in the tent. Motion passed with one negative vote (Schleicher).

**Extension of Licensed Premise for James H. Smith, "The Bank".** James Smith has requested an amendment to his Class "B" Fermented Malt Beverage and "Class B" Liquor License for "The Bank" to include the outdoor facility (beer garden) located in the rear at 1015 Superior Avenue effective July 14, 2010. James Smith of Tomah appeared before the Committee to allow for beer in the outside area. Chief Wes Revels advised that this allows the smokers a place to go to the rear of the building rather than the front steps or Superior Avenue. The Planning Commission recommended that the request be approved as submitted. The facility will be at the back side of the existing facility. The fence will be 8' tall and the top 3' of the fence will not exceed 50% coverage for visibility. The area will be lighted with existing lights as well as a second light over the rear entrance of the building. The structure will be built with treated lumber and stained and will be 1,044 square

feet in size. A secondary exit for the rear alley way will be built into the fence with a 42" wide door that will be hinged to push out. The door will have an exit sign over top of it and an alarm system to ensure that the staff inside the parent building will be immediately notified. There will be adequate trash bins and 2 picnic tables will be in the area. No alcohol will be sold in the outdoor facility. The structure will be placed 33' from the alley way. The existing surface in the outdoor facility is blacktop and will be kept the same. The hours will be posted at the entrance of the facility and shall only be operated between 8 a.m. and 11 p.m. Music will be provided through the parent building sound system with an outdoor speaker. A video monitoring system will be installed professionally so the entire facility will be monitored.

Motion by Buchda, second by Greeno to recommend the Common Council amend the "Class B" Liquor and Class "B" Fermented Malt Beverage License to include the extension of the premise for the outdoor facility (beer garden) located at the rear entrance of the tavern as submitted upon final approval/inspection of the premise. Motion passed without negative vote.

**Depreciation Policy.** Clifton, Gunderson, City external auditors, have recommended that the City establish a depreciation policy. The proposed policy is that expenditures for capital assets of \$5,000 or more will be depreciated. Straight line will be the method of depreciation. Useful life of each capital asset will be determined by the finance director.

Motion by Wright, second by Siekert to adopt the depreciation policy as proposed. Motion passed without negative vote.

**Resolution Regarding Sale of Property.** The Public Works & Utilities Commission received bids for Lots 9 and 10 of Tomah School Plat and Paul and Suzanne Gasser have submitted the highest bid of \$43,700. This property is located at 303 McAdams Drive and was previously utilized as a City Well by the City of Tomah Water Department. The Commission authorized the City Attorney to prepare the necessary paperwork to complete the sale.

Motion by Siekert, second by Wright to recommend the Common Council approve the resolution authorizing the sale of Lots 9 and 10 of Tomah School Plat to Paul and Suzanne Gasser for \$43,700 and authorize the Mayor and City Clerk to sign the necessary documents. Motion passed without negative vote.

**Request for Exemption for City of Tomah Residents from the Monroe County Library Tax.** A letter requesting exemption for City of Tomah residents from the County Library tax was provided. As the City of Tomah taxpayers already are paying a Library levy in their City taxes, it is requested that they be exempt from paying again through the County tax process. This request to the County must be done on an annual basis.

Motion by Buchda, second by Wright to submit a letter to the Monroe County Board requesting exemption for City of Tomah residents from the Monroe County Library tax. Motion passed without negative vote.

**Resolution Adopting City of Tomah Mutual Aid Box Alarm System Agreement.** The Mutual Aid Box Alarm System Agreement will be adopted by all fire and EMS departments in Monroe County. The Mutual Aid Box Alarm System (MABAS) is a mechanism that may be used for deploying personnel and equipment in a multi-jurisdictional or multi-agency emergency response throughout Wisconsin and neighboring states. The purpose of the agreement encourages intergovernmental cooperation for purposes of public safety and protection as it coordinates fire protection and emergency medical services in the event of a large scale emergency, natural disaster, or manmade catastrophe.

Motion by Wright, second by Buchda to recommend the Common Council approve the resolution adopting the City of Tomah Mutual Aid Box Alarm System Agreement. Motion passed without negative vote.

**Resolution Adopting the Canadian Pacific Site Redevelopment Plan and Community Economic Development Opportunities Document (“The Redevelopment” Plan).** The City of Tomah Long Range Planning Committee has been working with the Canadian Pacific Railroad and Vandewalle and Associates in an effort to redevelop approximately 55 acres of land located on both sides of Superior Avenue, adjacent to the Canadian Pacific rail tracks. Superior Avenue is Tomah’s “Main Street” and primary north/south corridor linking Interstate 94 to the North and Interstate 90 to the south. The CP Site Redevelopment Plan and Community Development Plan consists of Asset and Opportunities Analysis Graphics, White Papers for the four primary opportunities, alternative and preferred redevelopment concept site plans, implementation strategy and funding, market data appendix and power point presentation appendix. City Administrator Bialecki addressed the Committee.

Motion by Buchda, second by Pater to recommend the Common Council approve the resolution adopting the Canadian Pacific Site Redevelopment Plan and Community Economic Development Opportunities document (“The Redevelopment Plan”). Motion passed without negative vote.

**City Logo.** Chris Hanson, Chamber Director under direction of the Chamber Board of Directors and the CVB spent several months in 2009 soliciting new ideas for a logo. With the assistance of a professional marketing firm, paid for by the Chamber and CVB, four recommendations came to the respective boards. Both the Chamber and CVB have adopted the logo. For continuity purposes, it would be appropriate for the City to adopt the same logo. The logo should be registered.

Motion by Wright, second by Bohlen to recommend the Common Council approve and register the logo as submitted. Motion passed without negative vote.

**Review and Approval of Federal Drug and Alcohol Testing Policy.** The Shared Ride provider intended on providing a copy to the City but it has not arrived at this time. It was requested that this item be tabled for 30 days.

Motion by Siekert, second by Greeno to defer the Federal Drug and Alcohol Testing policy for 30 days. Motion passed without negative vote.

**Resolution Approving Monthly Bills.** Motion by Wright, second by Siekert to recommend the Common Council approve the resolution authorizing payment of the monthly bills for a total amount of \$1,578,646.41. Motion passed without negative vote.

**Monthly Financial Report – June.** Motion by Greeno, second by Wright to approve the June monthly financial report. Motion passed without negative vote.

Motion by Wright, second by Siekert to adjourn. Motion passed without negative vote. Meeting adjourned at 7:36 p.m.

Respectfully Submitted,

JoAnn M. Cram, City Clerk