

Tuesday, March 25, 2025
5:45 p.m.Tomahawk City Hall
23 N 2nd Street, Tomahawk, WI**BOARD
MEMBERS**STEVEN E. TASKAY
MAYORED NYSTROM
DISTRICT 1DALE ERNST
DISTRICT 2STEVE "DING" BARTZ
DISTRICT 3WILL GARSKE
AT LARGE REP

The Board meeting will be held both in person and virtually. If you are attending remotely, you can do so by either of the following ways:

US Toll Free:
1-888-475-4499
Access Code:
903 385 0484
Passcode: 54487

-OR-

Via a smart device or computer:
www.zoom.com

AGENDA

- A. **Call to Order**
- B. **Public Comments** (During this item on the agenda the Board listens to oral comments from members of the public on non-agenda items. When speaking please state your name and limit your time to five minutes.)
- C. **Minutes of Previous Meetings**
 - 1. January 6, 2025
- D. **Approval of Checks** – Check numbers 22000 to 220046 and three (2) electronic payments in the amount of \$108,696.02
- E. **Treasurer’s Report** – March 20, 2025
- F. **Other Business**
 - 1. Parking on Somo Avenue
 - 2. Community Development Block Grant – Nelson/Division Water Main
 - i. Project Cost and Budget
 - ii. Authorizing Resolution to Submit CDBG Application
 - iii. Citizen Participation Plan
 - iv. Nonviolent Civil Rights Demonstration Policy
 - v. Wisconsin Residential Anti-Displacement and Relocation Assistance Plan for CDGB Programs
- H. **Department Lead Reports** (Streets, Water, Wastewater)
- I. **Set Time and Date of Next Meeting**
 - 1. Regular Meeting – April 29, 2025 at 5:30 p.m.
- J. **Meeting Adjournment**

Any additions to this agenda will be added to the original posted at City Hall. Any person who has a qualifying disability as defined by the Americans with Disabilities Act, that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Clerk-Treasurer at City Hall, 453-4040, at least three days prior to the meeting so any necessary arrangements can be made to accommodate each request.

1 **Board of Public Works**
2 **City of Tomahawk, City Council Chambers**
3 **23 N 2nd St, Tomahawk, WI 54487**
4 **January 6, 2025, at 5:00 p.m.**
5

6 **Call to Order:** Mayor Taskay called the meeting of the Board of Public Works to order at 5:00 p.m.
7

8 **Members Present:** Members present were Mayor Steven E. Taskay, Will Garske, Ed Nystrom, Dale
9 Ernst, and Steve “Ding” Bartz.

10
11 Also present was Clerk/Treasurer Amanda L. Bartz, Street Leadsperson Nick Rosenmeier,
12 Alderperson Jeff Kahle. Also present was Tomahawk Main Street Director Jennifer Turkiewicz,
13 Roxanne Consolver, Pat Pietila Tomahawk Historical Society, and Zach Garner.
14

15 **Public Comments:** There were no public comments.
16

17 **Minutes of Previous Meeting:** BARTZ MOVED to approve the Minutes from October 29, 2024 and
18 ERNST seconded. The VOTE was unanimous.
19

20 BARTZ MOVED to approve the minutes from the December 2, 2024 meeting and NYSTROM
21 seconded. The VOTE was unanimous.
22

23 **Approval of Checks and Vouchers:** GARSKE MOVED to approve checks 21071 to 21111 and two
24 (2) electronic payment in the amount of \$122,853.05. ERNST seconded. The VOTE was
25 unanimous.
26

27 **Treasurer’s Report:** ERNST MOVED to approve the Treasurer's Report. GARSKE seconded. The
28 VOTE was unanimous.
29

30 **Other Business:**

31 Tomahawk Main Street Inc. and Tomahawk Historical Society Application to Make Tomahawk
32 Downtown a Wisconsin State Historical Marker

33 Turkiewicz stated that they would like to utilize the same posts as the existing sign in the boulevard
34 on N Tomahawk Ave and Wisconsin Ave. She explained that that they have been pre-approved to
35 apply for the designation.
36

37 GARSKE questioned if the existing sign would stay up, Turkiewicz explained that it would come
38 down and be replaced. She stated that the new sign is approximately \$6,000. Discussion followed
39 regarding regulations of a Historical Marker. Clerk BARTZ asked what having a Historical Marker
40 means, Pietila stated that it is a prestigious designation.
41

42 Mayor TASKAY stated that some main streets and areas are required to have certain style or looks
43 and asked if this would cause the Main Street to have to follow any of those regulations. Turkiewicz

1 explained that it does not come with any of those restrictions but is a destination or a site for
2 people to visit.

3
4 BARTZ MOVED to approve the application for the historical marker and to allow the replacement of
5 the existing sign with a new historical marker sign as the Tomahawk Main Streets expense.

6 GARSKE seconded.

7

8 Tomahawk Main Street Request for an Honorary Street Name for W Wisconsin Ave from Railway St
9 to 4th St: Main Street

10 Turkiewicz stated that the Business Improvement District runs from Railway St to 4th St and is
11 requesting that it be honorarily named Main Street.

12

13 BARTZ MOVED to approve the request and to allow Main Street to work with the City to put up a
14 second street sign under the existing, NYSTROM seconded. Discussion followed regarding
15 regulation of sign color and size. The VOTE was unanimous.

16

17 **Department Lead Reports:**

18 Street Department Leadsperson Report: ROSENMEIER gave a brief report.

19

20 Water Department Leadsperson Report: Water Department gave a written report.

21

22 Wastewater Department Leadsperson Report: There was no report from Waste Water Department.

23

24 **Set Time and Date of Next Meeting:** The next meeting of the Board of Public Works will be the last
25 Tuesday of the month at 5:30 p.m. at City Hall in the Council Chambers or at the call of the
26 chairperson.

27

28 **Meeting Adjournment:** BARTZ MOVED to adjourn the meeting of the Board of Public Works and
29 GARSKE seconded. The VOTE was unanimous. The meeting was adjourned at 5:32 p.m.

Crossbridge - Municipal Utilities

ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
22000	2/21/2025	Cedar Corporation Professional Services	
620-00-59855-000-000		REGULATORY COMMISSION WPDES Permit Reissuance	1,690.00
		122956	
		Total	1,690.00
22001	2/21/2025	Charter Communications Utilities	
610-00-57602-000-000		SOS MISCELANEOUS SUPPLIES Service from 01/23/25-02/22/25	229.95
		171413301012125	
		Total	229.95
22002	2/21/2025	Chase's C-Stores Oppering Supply	
620-00-59828-000-000		OPERATION-TRANSPORTATION Oppering Supply	208.90
		02/01/2025	
		Total	208.90
22003	2/21/2025	Frontier Utilities	
620-00-59851-000-000		OFFICE SUPPLIES & EXPENSES Service from 01/22/2025- 02/21/2025	85.05
		26200181490828965	
620-00-59851-000-000		OFFICE SUPPLIES & EXPENSES Service from 12/28/24-01/27/25	264.97
		71545331430101655	
		Total	350.02
22004	2/21/2025	Kwik Trip Oppering Supply	
610-00-57933-000-000		ADMIN & GEN - TRANSPORTATION 120.92g Unleaded	362.20
		January	
		Total	362.20
22005	2/21/2025	L&S Truck Service Inc Repair/Maintenance	
620-00-59828-000-000		OPERATION-TRANSPORTATION Replace on Work Truck	27.58
		58734	
		Total	27.58
22006	2/21/2025	Menards Supplies	

Crossbridge - Municipal Utilities

ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
620-00-59833-001-000		MAINT TREATMENT/DISPOSAL PLANT	48.08
		Supplies for Plant 74402	
Total			48.08
<hr/>			
22007 2/21/2025 NCL of Wisconsin Inc			
Phosphours			
620-00-59852-002-000		OUTSD SERV.-PHOSPHOROUS	128.93
		Phosphours 515208	
Total			128.93
<hr/>			
22008 2/21/2025 Republic Services #645			
Contracted Services			
620-00-59856-000-000		MISC. GENERAL EXPENSE	89.61
		WWTP Dean Rd Containers 11/01-11/30 0645-000252346	
610-00-57930-000-000		ADMIN & GEN--MISC EXPENSES	142.14
		Recycling 01/01-03-31 0645-000252346	
620-00-59856-000-000		MISC. GENERAL EXPENSE	37.08
		WWTP Dean Rd Containers 12/01-12/31 0645-000252346	
630-00-53631-290-000		SOLID WASTE - OTHER CONTR SVC	8,049.72
		Recycling services 01/1-01/31/2025 0645-000252346	
610-00-57930-000-000		ADMIN & GEN--MISC EXPENSES	74.16
		Recycling 0645-000252346	
630-00-53631-290-000		SOLID WASTE - OTHER CONTR SVC	12,252.55
		Residential services 01/1-01/31/2025 0645-000252346	
Total			20,645.26
<hr/>			
22009 2/21/2025 Ruekert & Mielke			
Professional Services			
610-00-57652-000-000		TRANS & DIST - MAIN SERVICE	4,171.25
		Nelson Lane Water Main Relay 155388	
Total			4,171.25
<hr/>			
22010 2/21/2025 Security Health Plan			
February Health Insurance			
610-00-57926-000-000		ADMIN & GEN - EMPLOYEE BENEFIT	6,291.59
		February Health Insurance February Health Insurance	
620-00-59854-000-000		EMPLOYEE PENSIONS & BENEFITS	4,613.84
		February Health Insurance February Health Insurance	
Total			10,905.43

Crossbridge - Municipal Utilities

ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
22011	2/21/2025	Viegut's Do-It Express Operating Supply	
620-00-59827-000-000		OTHER OPERATING SUPPLIES Operating Supply	211.71
		01/31/2025	
		Total	211.71
22012	2/21/2025	Wisconsin DNR Pankow - Wastewater Class	
620-00-46350-000-000		MISC. OPERATING REVENUE Pankow - Wastewater	45.00
		07/15/2025	
		Total	45.00
22016	2/28/2025	Bear Graphics, Inc Deposit	
610-00-57930-000-000		ADMIN & GEN--MISC EXPENSES Water & Sewer Deposit Books	438.81
		0955295	
		Total	438.81
22017	2/28/2025	Bumper to Bumper Repair/Maintenance	
620-00-59828-000-000		OPERATION-TRANSPORTATION Touch up paint on #11	73.96
		640-228172	
610-00-57933-000-000		ADMIN & GEN - TRANSPORTATION Welder Lights	10.67
		640-228105	
		Total	84.63
22018	2/28/2025	Cummins Sales and Service Repair/Maintenance	
610-00-57605-000-000		MAIN OF WATER SOURCE PLANT Generator Service	944.51
		F9-250156300	
		Total	944.51
22019	2/28/2025	Ferguson Waterworks #1476 Repair/Maintenance	
610-00-57652-000-000		TRANS & DIST - MAIN SERVICE Repair Parts	1,661.48
		0437469	
		Total	1,661.48
22020	2/28/2025	Home Depot Credit Services Table Saw	

Crossbridge - Municipal Utilities

ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
620-00-59833-000-000		MAINT TREATMENT/DISPOSAL PLANT	631.95
		Table Saw 4871184	
620-00-59833-000-000		MAINT TREATMENT/DISPOSAL PLANT	917.84
		Air Compressor 664024	
Total			1,549.79
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22021	2/28/2025	Hydro Corp	
Contracted Service			
610-00-57652-000-000		TRANS & DIST - MAIN SERVICE	820.00
		HydrdoCorp CI-04404	
Total			820.00
<hr/>			
22022	2/28/2025	Musson Brothers, Inc	
Professional Service			
610-00-57651-000-000		TRANS & DIST - MAINTENANCE	3,807.50
		Main Break on Old Bridge 103937	
Total			3,807.50
<hr/>			
22023	2/28/2025	Napa Auto Parts	
Repair/Maintenance			
610-00-57933-000-000		ADMIN & GEN - TRANSPORTATION	41.84
		Plow Spring 149961	
Total			41.84
<hr/>			
22024	2/28/2025	O.K. Printing	
Envelopes			
620-00-59851-000-000		OFFICE SUPPLIES & EXPENSES	374.61
		Envelopes for Utility Bills 38393	
610-00-57921-000-000		ADMIN & GEN - SUPPLIES & EXPEN	374.60
		Envelopes for Utility Bills 38393	
630-00-53635-000-000		EDUCATION/SUPPLIES	374.60
		Envelopes for Utility Bills 38393	
Total			1,123.81
<hr/>			
22025	2/28/2025	Technology Management	
Technology Services			
620-00-59851-000-000		OFFICE SUPPLIES & EXPENSES	112.50
		COTWaterSupport2025-290 9071	
Total			112.50

Crossbridge - Municipal Utilities

ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
22026	2/28/2025	Wisconsin DNR Renewal Fee	
620-00-46350-000-000		MISC. OPERATING REVENUE Theimer - Wastewater	45.00
		05/01/2025	
		Total	45.00
22027	2/28/2025	WISCONSIN RURAL WATER ASSOC Membership/Dues	
610-00-57930-000-000		ADMIN & GEN--MISC EXPENSES WRWA Membership	505.00
		S6881	
		Total	505.00
22028	3/07/2025	Bumper to Bumper Repair/Maintenance	
620-00-59832-000-000		MAINT COLLECTION SYSTEM PUMP Deep Creep	9.09
		640-228426	
620-00-59827-000-000		OTHER OPERATING SUPPLIES Small Took Kits For New Shop Box	88.43
		640-228177	
620-00-59832-000-000		MAINT COLLECTION SYSTEM PUMP Permatex Ult Blu	15.18
		640-228029	
		Total	112.70
22029	3/07/2025	Cedar Corporation Professional Services	
620-00-59855-000-000		REGULATORY COMMISSION WPDES Permit Reissuance	1,870.00
		123186	
		Total	1,870.00
22030	3/07/2025	Charter Communications Utilities	
610-00-57602-000-000		SOS MISCELANEOUS SUPPLIES Service from 02/23/25-03/22/25	229.95
		17141330122125	
		Total	229.95
22031	3/07/2025	FLYGT Contracted Service	
620-00-59852-000-000		OUTSIDE SERVICES EMPLOYED Install Pump on Charles Lift Station	525.00
		Total	525.00

Crossbridge - Municipal Utilities ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
22032	3/07/2025	Frontier Utilities	
620-00-59851-000-000		OFFICE SUPPLIES & EXPENSES	85.28
		Service from 02/22/25-03/21/25	
		26200181490828965	
		Total	85.28
22033	3/07/2025	Grainger Repair/Maintenance	
620-00-59833-001-000		MAINT TREATMENT/DISPOSAL PLANT	580.40
		Fix Tea Cup	
		9395743173	
620-00-59827-000-000		OTHER OPERATING SUPPLIES	637.01
		Replaced Broken Tools	
		9411191605	
		Total	1,217.41
22034	3/07/2025	Security Health Plan April Health Insurance	
610-00-57926-000-000		ADMIN & GEN - EMPLOYEE BENEFIT	6,291.59
		March Health Insurance	
		March Health Insurance	
620-00-59854-000-000		EMPLOYEE PENSIONS & BENEFITS	4,613.84
		March Health Insurance	
		March Health Insurance	
		Total	10,905.43
22035	3/07/2025	WISCONSIN RURAL WATER ASSOC Training 1/9	
620-00-59852-000-000		OUTSIDE SERVICES EMPLOYED	110.00
		Class for CEU's for Waste Water	
		2870	
		Total	110.00
22036	3/14/2025	Chase's C-Stores Operating Supply - February	
620-00-59828-000-000		OPERATION-TRANSPORTATION	93.90
		Opperating Supply	
		03/01/2025	
610-00-57933-000-000		ADMIN & GEN - TRANSPORTATION	68.91
		Opperating Supply	
		03/01/2025	
		Total	162.81
22037	3/14/2025	Frontier Utilities	
620-00-59851-000-000		OFFICE SUPPLIES & EXPENSES	264.14
		Service from 02/28/25-03/27/25	
		71545331430101655	

Crossbridge - Municipal Utilities

ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			264.14
22038	3/14/2025	LINCOLN COUNTY LANDFILL	
Light Bulb Disposal			
630-00-53631-000-000		TIPPPING FEES (LANDFILL COSTS)	614.00
		Fluorescent Tubes 4ft & 8ft 15949	
Total			614.00
22039	3/14/2025	Medford Cooperative	
February Statement			
620-00-59851-000-000		OFFICE SUPPLIES & EXPENSES	38.24
		Air fresheners 469207	
620-00-59827-000-000		OTHER OPERATING SUPPLIES	25.12
		Bit set 469213	
620-00-59851-000-000		OFFICE SUPPLIES & EXPENSES	21.74
		Air refresheners 469259	
620-00-59827-000-000		OTHER OPERATING SUPPLIES	32.39
		Door handle to replace broken one 469325	
620-00-59827-000-000		OTHER OPERATING SUPPLIES	32.38
		Shop Supplies 469368	
620-00-59832-000-000		MAINT COLLECTION SYSTEM PUMP	7.73
		Tap valve for to fix screen 469355	
620-00-59834-000-000		MAINT GENERAL PLANT STRUCTURE	49.61
		Supplies for hanging ropes and cords 469123	
620-00-59831-000-000		MAINT SEWAGE COLLECTIONS	11.48
		Elbows 469096	
620-00-59833-000-000		MAINT TREATMENT/DISPOSAL PLANT	30.91
		Thinner 468935	
620-00-59833-000-000		MAINT TREATMENT/DISPOSAL PLANT	7.32
		Paint Supplies 469005	
620-00-59833-000-000		MAINT TREATMENT/DISPOSAL PLANT	16.72
		Hose 469030	
620-00-59834-001-000		MAINT GENERAL PLANT STRUCTURE	31.48
		Parts for water heater 269047	
620-00-59834-001-000		MAINT GENERAL PLANT STRUCTURE	8.63
		Paint for marking tools in shp[468817	
620-00-59834-001-000		MAINT GENERAL PLANT STRUCTURE	53.77
		Shevling supplies 468783	

Crossbridge - Municipal Utilities

ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
610-00-57930-000-000		ADMIN & GEN--MISC EXPENSES	25.17
		Oil	468871
610-00-57930-000-000		ADMIN & GEN--MISC EXPENSES	15.99
		Hose	469030
610-00-57930-000-000		ADMIN & GEN--MISC EXPENSES	12.59
		Nipple galv	469041
610-00-57930-000-000		ADMIN & GEN--MISC EXPENSES	8.88
		Fasteners	469116
610-00-57930-000-000		ADMIN & GEN--MISC EXPENSES	48.57
		Tube square, spray paint	468789
620-00-59834-001-000		MAINT GENERAL PLANT STRUCTURE	116.75
		Stuff for shelving unit	468769
Total			595.47

22040 3/14/2025 Menards
Cleaning Supplies

620-00-59852-002-000		OUTSD SERV.-PHOSPHOROUS	177.91
		Shop + Office Cleaning Supplies, Cords	76399
Total			177.91

22041 3/14/2025 Northern Lake Service, Inc.
Water Works contracted Services

610-00-57923-000-000		ADMIN & GEN - OUTSIDE SERVICE	30.00
		Drinking water requirments	2500831
610-00-57923-000-000		ADMIN & GEN - OUTSIDE SERVICE	30.00
		Drinking water requirments	2501304
610-00-57923-000-000		ADMIN & GEN - OUTSIDE SERVICE	30.00
		Drinking water requirments	2501939
610-00-57923-000-000		ADMIN & GEN - OUTSIDE SERVICE	30.00
		Drinking water requirments	2502336
610-00-57923-000-000		ADMIN & GEN - OUTSIDE SERVICE	30.00
		Drinking water requirments	2502721
610-00-57923-000-000		ADMIN & GEN - OUTSIDE SERVICE	30.00
		Drinking water requirments	2503505
Total			180.00

22042 3/14/2025 Northwoods Lube & Tire
Repair/Maintenance

Crossbridge - Municipal Utilities

ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
620-00-59828-000-000		OPERATION-TRANSPORTATION	55.99
		Truck #11	
		135449	
		Total	55.99
<hr/>			
22043	3/14/2025	SECURIAN FINANCIAL GROUP, INC	
		Life Insurance	
610-00-57926-000-000		ADMIN & GEN - EMPLOYEE BENEFIT	9.02
		April Life Insurance	
		002832L	
620-00-59854-000-000		EMPLOYEE PENSIONS & BENEFITS	11.08
		April Life Insurance	
		002832L	
		Total	20.10
<hr/>			
22044	3/14/2025	UNITED STATES POSTAL SERVICE	
		Utility Billing	
610-00-57903-000-000		CUST A/C - SUPPLIES, BILLING	233.22
		Water Billing	
620-00-59840-000-000		BILLING, COLLECTING & ACCTG	233.22
		Waste Water Billing	
		Total	466.44
<hr/>			
22045	3/14/2025	Viegut's Do-It Express	
		Operating Supply	
610-00-57933-000-000		ADMIN & GEN - TRANSPORTATION	57.82
		Operating Supply	
		02/28/2025	
620-00-59827-000-000		OTHER OPERATING SUPPLIES	300.64
		Operating Supply	
		02/28/2025	
		Total	358.46
<hr/>			
22046	3/18/2025	LOCAL GOVERNMENT INVESTMENT POOL	
		Account 835286 Subaccount #2	
610-10-49200-000-000		TRANSFER	40,613.33
		Transfer for Debt Payment	
		Total	40,613.33
<hr/>			
022005	2/21/2025	L&S Truck Service Inc	
		VOID	
		Manual Check	
620-00-59828-000-000		OPERATION-TRANSPORTATION	-27.58
		Credit on account	
		58734	
		Total	-27.58

Crossbridge - Municipal Utilities ALL Checks

Posted From: 2/21/2025 From Account:
 Thru: 3/20/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
Statement 2/28/2025		Cardmember Service	
January Statement			Manual Check
610-00-57928-000-000		ADMIN & GEN - REGULATORY COMM	45.90
		Class DNR	
			Total 45.90
Statement 2/28/2025		Cardmember Service	
VOID			Manual Check
610-00-57928-000-000		ADMIN & GEN - REGULATORY COMM	-45.90
		Class DNR	
			Total -45.90
			Grand Total 108,696.02

3/21/2025

8:25 AM

Reprint Check Register - Full Report - ALL

Page: 11

ACCT

Crossbridge - Municipal Utilities

ALL Checks

Posted From: 2/21/2025 From Account:
Thru: 3/20/2025 Thru Account:

	Amount
Total Expenditure from Fund # 610 - WATER FUND	67,670.74
Total Expenditure from Fund # 620 - SEWER FUND	19,734.41
Total Expenditure from Fund # 630 - SOLID WASTE FUND	21,290.87
Total Expenditure from all Funds	108,696.02

City of Tomahawk

P.O. Box 469, Tomahawk, WI 54487
(715) 453-4040 phone (715) 453-2717 fax
www.cityoftomahawk.com

March 20, 2025

To: Members of the Board of Public Works

From: Clerk-Treasurer Amanda L. Bartz, CMC, WCMC

Subject: Non-Audited Treasurer's Report

Total Treasurer's Cash Last Report February 20, 2025	\$	115,571.55
Credits- Cash Receipts/Transfers	\$	37,419.64
Debits - Associated Bank 21169 to 21193 and 1 ACH	\$	(86,375.22)
Debits - Crossbridge Bank 22013 and 2 ACH	\$	(13,971.89)
Total Treasurer's Cash January 20, 2025	\$	52,644.08
State Local Government Investment Pool (Prior month end)	\$	60,789.95
Total Cash Available	\$	113,434.03

Fund Balances: (Prior month end)

Equipment Replacement Fund	\$	38,654.44
Clean Water Debt Fund	\$	213,333.85

Debts:

					Balance
Safe Drinking Fund (5342-03) - Matures 2039 - Interest 1.188%					\$ 604,030.99
Next Payment	\$	40,613.33	Date	5/1/2025	
Clean Water Fund (4051-04) - Matures 2035 - Interest 2.363%					\$ 2,006,038.89
Next Payment	\$	185,527.17	Date	5/1/2025	
N. 4th St Utilities/River Crossing - Matures 2028 -1.250%					\$ 1,470,000.00
Next Payment	\$	368,965.00	Date	4/1/2025	
Somo Avenue and Mark Street Improvements					\$ 404,710.00
Next Payment	\$	57,174.18	Date	4/1/2025	

Total Debt	\$	4,484,779.88
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Balance of Water and Sewer Accounts Past Due as of 03/20/2025	\$	101,555.23
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Balance of Accounts (49) with Deferred Payment Plans \$ 68,315.29

We, the members of the Tomahawk Board of Public Works, have examined to the extent we feel necessary, and approve the above numbered checks with a value of :

\$ 100,347.11

610 - WATER BUDGET

	March 2025	2025 Actual	2025 Budgeted	Budget Status	% of Budget
Revenue					
Residential Water	16,588.45	39,027.17	255,000.00	(215,972.83)	15.30%
Multi Family Residential Water	102.52	360.08	7,140.00	(6,779.92)	5.04%
Commercial Water	2,870.34	9,761.04	127,500.00	(117,738.96)	7.66%
Industrial Water	-	4,636.24	147,900.00	(143,263.76)	3.13%
Public Authority Water	3,346.58	4,670.40	15,300.00	(10,629.60)	30.53%
Private Fire - Water	495.00	1,155.00	10,200.00	(9,045.00)	11.32%
Public Fire Protection	-	-	324,282.48	(324,282.48)	0.00%
Bulk Water Sales	-	-	5,000.00	(5,000.00)	0.00%
Water Tower Rent	2,178.00	10,790.08	35,000.00	(24,209.92)	30.83%
Capital Contributions	-	-	700,000.00	(700,000.00)	0.00%
Customer Forfeited Penalty	323.25	958.42	35,000.00	(34,041.58)	2.74%
Other Revenues	-	-	3,000.00	(3,000.00)	0.00%
Total Revenues	25,904.14	71,358.43	1,665,322.48	(1,593,964.05)	4.28%
Expenditures					
Taxes	479.06	2,505.82	111,000.00	108,494.18	2.26%
Debt	-	-	200,639.00	200,639.00	0.00%
Sources of Supply	229.95	2,057.68	17,500.00	15,442.32	11.76%
Operating Supervision	3,151.62	12,982.18	75,189.92	62,207.74	17.27%
Pump Expenses	-	2,735.08	49,432.48	46,697.40	5.53%
Water Treatment	-	461.58	40,918.94	40,457.36	1.13%
Transmission and Distribution	2,944.26	23,581.03	945,446.05	921,865.02	2.49%
Customer Account Expenses	471.14	4,157.25	60,060.98	55,903.73	6.92%
Administrative and General	7,496.69	30,647.86	149,404.71	118,756.85	20.51%
Other Expenses	229.95	989.82	15,000.00	14,010.18	6.60%
Total Expenditures	15,002.67	80,118.30	1,664,592.08	1,584,473.78	4.81%
Net Totals	10,901.47	(8,759.87)	730.40		

620 - WASTE WATER (SEWER)

	March 2025	2025 Actual	2025 Budgeted	Budget Status	% of Budget
Revenue					
Residential Sewer	31,846.18	80,037.82	-	80,037.82	0.00%
Multi Family Residential Sewer	226.21	819.61	-	819.61	0.00%
Commercial Sewer	6,241.08	21,266.73	-	21,266.73	0.00%
Industrial Sewer	-	4,197.61	-	4,197.61	0.00%
Public Authority Sewer	7,009.96	9,998.38	-	9,998.38	0.00%
Other Revenues	-	-	-	-	0.00%
Total Revenues	45,323.43	116,320.15	-	116,320.15	0.00%
Expenditures					
Taxes	535.05	2,698.94	-	(2,698.94)	0.00%
Debt	-	-	-	-	0.00%
Operation Expenses	7,518.15	40,295.63	-	(40,295.63)	0.00%
Maintenance Expenses	1,427.83	16,091.52	-	(16,091.52)	0.00%
Customer Account Expenses	471.14	2,741.16	-	(2,741.16)	0.00%
Administrative and General	1,538.31	7,651.08	-	(7,651.08)	0.00%
Other Expenses	5,705.01	22,393.75	-	(22,393.75)	0.00%
Total Expenditures	17,195.49	91,872.08	-	(91,872.08)	0.00%
Net Totals	28,127.94	24,448.07	-		

RESOLUTION NO. _____

Resolution To Adopt A Citizen Participation Plan

WHEREAS, the City of Tomahawk intends to apply for a Community Development Block Grant, and

WHEREAS, the State of Wisconsin Department of Administration (DOA) and the US Department of Housing and Urban Development (HUD) require recipients of Community development Block Grant (CDGB) monies to have in place a Citizen Participation Plan; and

WHEREAS, the Citizen Participation Plan shall encourage citizen participation (especially by persons of low to moderate income), provide citizens reasonable and timely access to local meetings and information, provide for technical assistance, provide for public hearings, provide for a complaint procedure and accommodate non-English speaking residents; and

WHEREAS, the City of Tomahawk has prepared and publicly reviewed a Citizen Participation Plan.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Tomahawk officially adopts the Citizen Participation Plan.

Adopted this _____ day of _____, 2025 by the City Council of the City of Tomahawk.

Attest: _____

Amanda L. Bartz, Clerk/Treasurer

The Governing body of the City of Tomahawk has authorized the above resolution by Resolution No. _____, dated _____, 2025.

Mayor Steven E. Taskay

Date

City of Tomahawk
Citizen Participation Plan for the
Community Development Block Grant (CDBG) Program

PURPOSE

In order for the CDBG Program to operate effectively, and to address the needs of the citizens of the City of Tomahawk, the entire population must be kept informed. The decision-making process must be open and consistent with State and Federal regulations. To accomplish this, the following plan will be followed:

PROGRAM OVERSIGHT

1. The City of Tomahawk shall create a Citizen Participation Committee, members of which shall be appointed by the Chief Elected Official and confirmed by the City Council. If a committee is not appointed, the City of Tomahawk will need to distribute timely notifications of all required meetings directly to 100 percent of the designated target area or neighborhood of the project (notifications in the newspaper does not meet this criteria). This Committee shall be responsible for implementation of the Citizen Participation Plan (CPP), as well as offering guidance in preparation of the grant application.

The City of Tomahawk shall oversee the preparation of the Community Development Block Grant (CDBG) grant application.

2. To insure responsiveness to the needs of its citizens, the City of Tomahawk shall provide for and encourage citizen participation. Particular emphasis shall be given to participation by persons of low- to- moderate income (LMI).

CITIZEN PARTICIPATION

1. the City of Tomahawk shall establish a committee composed of persons representative of the City of Tomahawk demographics. This committee must include at least one LMI person.

The committee members should also include representatives from the local government, real estate, banking and labor communities whenever possible. This committee shall assume responsibility for coordinating all required elements of the Citizen Participation Plan. All committee members must be residents of the City of Tomahawk.

NOTICE OF HEARINGS

1. Official notice of hearings will be by public notice in the *Tomahawk Leader* as a 2-week (14 days) or class 2 notice prior to the hearing date. In addition, the public notice shall be posted at the City of Tomahawk city hall building. These notices will include the time, place and date of meetings, as well as a brief agenda.
2. All notifications of meetings and available assistance must be worded in such a way as to encourage LMI participation. In addition, all meeting announcements shall include where, and

during what time, information and records relating to the proposed and actual use of funds may be found.

REQUIRED PUBLIC HEARINGS

Public hearings shall be held to obtain citizen views and to enable them to respond to proposals at all stages of the CDBG Program, including the development of needs, the review of proposed activities and the review of program performance. Hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries and with accommodations for the handicapped, and, if needed, for non-English speaking persons.

1. The first hearing will receive citizens' views and provide an explanation of:
 - a. Community development needs, objectives, and strategies.
 - b. The CDBG program including goals, objectives, application process, amount of funds available, timetable, eligible activities, etc.
2. The second hearing will receive citizens' views and provide a review of the performance of the funded activities.
3. The first public hearing shall be held during the development of the application for funds.
4. The second public hearing shall be held during the implementation of the program. If the project includes construction, demolition, and/or structural rehabilitation activities, then the second hearing must be held after construction, demolition, and/or rehabilitation has begun and is in progress.
5. the City of Tomahawk will attempt to have at least one of the public hearings in the service area.

PROGRAM INFORMATION, FILES, and ASSISTANCE

1. Technical assistance will be provided to any citizen who requests information about program requirements. Assistance with the application process will be provided by City staff in the Administrative Department. A City staff member will meet with citizens on request.
2. the City of Tomahawk will maintain, in the City Hall, a record of all citizen participation efforts including minutes of meetings, newspaper clippings, and copies of notices and brochures.
3. Citizens will be invited to make proposals regarding the application. If suitable proposals are submitted in writing, a written response will be provided within 15 days. Every effort will be made to respond to all proposals prior to the final action on the subject.

4. Citizens may petition or request in writing assistance or changes.
the City of Tomahawk staff will respond to all such requests within 15 days after the City Council has met to discuss the request.

COMPLAINTS

The City of Tomahawk will handle citizen complaints about the program in a timely manner. By federal regulation the City will respond in writing to all written letters of complaint within 15 days after receipt of the complaint. The nature and disposition of verbal complaints will be recorded in a complaint log. The first contact for complaints should be made to Amanda Bartz, City Clerk/Treasurer.

In addition to the above procedure, any citizen wishing to object may complain directly to the following address:

Attention: Executive Staff Assistant
Wisconsin Department of Administration
Division of Energy, Housing and Community Resources
P.O. Box 7970
Madison, WI 53707-7970

Written complaints should contain the following information and should be as specific as possible when describing:

- 1) The Program area being referenced: HOME, Community Development Block Grants for Housing (CDBG – Housing), Community Development Block Grants for Community Development (CDBG – Community Development), Emergency Solutions Grants (ESG), etc.;
- 2) The event resulting in the complaint;
- 3) The dates, details, and reason for the complaint; along with
- 4) The complainant's name, address, and telephone number.

ACCOMMODATIONS

The City of Tomahawk will respond to residents' requests for reasonable accommodation to participate in CDBG public hearings in accordance with state and federal laws; and include instructions for making accommodation requests in hearing notices.

NON-ENGLISH SPEAKING PERSONS

The City of Tomahawk will regularly review the demographic data of the municipality and survey a CDBG project area and/or service area if deemed necessary to identify non-English speaking persons; and will take steps to assure them equal opportunity in the citizen participation process.

City of Tomahawk
**Authorizing Resolution to Commit Match Funds &
Certification of Match Funds Secured**

RESOLUTION NO. [NUMBER]

A RESOLUTION OF THE City Council OF THE City OF Tomahawk,
providing a Guarantee of Match Funds for the
2025 Community Development Block Grant Public Facilities (CDBG-PF) Application

Related to the City of Tomahawk’s participation in the Community Development Block Grant (CDBG) Program;

WHEREAS, federal monies are available under the CDBG [PROGRAM APPLICATION TYPE, e.g., Annual Public Facilities Competition, or Planning Continuous Application], administered by the State of Wisconsin Department of Administration, for the purpose of [“the provision or improvement of public facilities” OR “pursuing planning that serves the community and public good” OR (state other purpose of program to which the UGLG is applying)]; and

WHEREAS, the City Council of the City of Tomahawk has authorized the submission of a CDBG [PROGRAM APPLICATION TYPE, e.g. Public Facilities, or Planning] Application to the State of Wisconsin for the following project: [PROJECT TITLE]; and

WHEREAS, an adequate local financial match must be provided for the proposed CDBG [PROGRAM APPLICATION TYPE, e.g. Public Facilities, or Planning] project by the City of Tomahawk.

→ WHEREAS, the City of Tomahawk must certify that all matching funds required to complete the proposed project have been secured for and committed to the project prior to the submission of the CDBG application; and

→ WHEREAS, the City of Tomahawk must acknowledge that a delay in starting construction by July 1, 2026 and/or completing construction by October 31, 2027 due to the City not having the matching funds that are reported as committed and secured in the CDBG application documents, then the State of Wisconsin Department of Administration Division of Energy, Housing and Community Resources may deny a timeline extension and may rescind the CDBG award;

NOW, THEREFORE, BE IT RESOLVED, that the City of Tomahawk does hereby authorize the commitment of match funds to be used as outlined in the CDBG application, for the match amount of \$ [Amount the UGLG is prepared to commit], from the following secured source(s):

[List Sources and Corresponding Amounts];

and the following pending or potential source(s):

[List Sources and Corresponding Amounts, if known – customize as necessary].

ADOPTED on this [DAY] day of [MONTH], [YEAR].

The governing body of the City of Tomahawk has authorized the above resolution to commit match and certify match funds secured for the CDBG project referenced within the resolution.

ATTEST: [CLERK SIGNATURE]
[CLERK PRINTED/TYPED FULL NAME AND TITLE]

[CHIEF ELECTED OFFICIAL'S SIGNATURE]
[CHIEF ELECTED OFFICIAL PRINTED/TYPED FULL NAME AND TITLE]

Division of Energy, Housing and Community Resources

Community Development Block Grant – **SAMPLE** Resolution to Adopt Civil Rights Demonstration Policy

SAMPLE

*(Print on Municipal Letterhead or Plain Sheet – Remove DEHCR header/footer notes and “Sample” Language above and “Note” here. NOTE: The UGLG **must** have a policy adopted/in place prior to submission of the CDBG application that explicitly includes the specifications in items I. and II. in the sample language below. If this policy is contradictory to other existing local law enforcement policy, the local law enforcement policy must be updated to be consistent.)*

City of Tomahawk

POLICY TO PROHIBIT THE USE OF EXCESSIVE FORCE AND TO ENFORCE APPLICABLE STATE AND LOCAL LAWS PROHIBITING PHYSICALLY BARRING ENTRANCES/EXITS FOR NON-VIOLENT CIVIL RIGHTS DEMONSTRATIONS

RESOLUTION NO. [RESOLUTION #]

A resolution of the City Council of the City of Tomahawk, to adopt the policy to prohibit the use of excessive force and to enforce applicable state and local laws prohibiting physically barring entrances/exits for non-violent civil rights demonstrations:

WHEREAS Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended (42 U.S.C. 69 §5304) prohibits the State from expending or obligating any Community Development Block Grant funds to any unit of general local government that does not have or adopt a policy prohibiting the use of excessive force by local law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and a policy of enforcing State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction;

AND WHEREAS it is in the interest of the City of Tomahawk to pursue Community Development Block Grant Funds and to adopt policy that complies with Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended (42 USC 69 §5304);

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE City of Tomahawk:

- I. It is POLICY of the City to prohibit the use of excessive force by law enforcement agencies within the City’s jurisdiction against any individuals engaged in nonviolent civil rights demonstrations.
- II. It is POLICY of the City to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within the City’s jurisdiction.

Division of Housing

Community Development Block Grant – SAMPLE Resolution to Adopt Civil Rights Demonstration Policy

- III. The officials and employees of the City shall assist in the orderly prevention of all excessive force within the City of Tomahawk by implementing the authority and enforcement procedures set forth in Title I of the Housing and Community Development Act of 1974.
- IV. The City Council directs the [LOCAL LAW ENFORCEMENT AGENCY CHIEF OFFICIAL TITLE] to implement this Resolution by amending applicable [LOCAL LAW ENFORCEMENT AGENCY] procedures.

PASSED BY THE MAYOR AND CITY COUNCIL OF THE City of Tomahawk.

Chief Elected Official Signature
[CHIEF ELECTED OFFICIAL TYPED NAME AND TITLE]

Date [DATE]_____

ATTEST:

Municipal Clerk Signature
[MUNICIPAL CLERK TYPED NAME AND TITLE]

Date [DATE]_____

Division of Energy, Housing and Community Resources

Community Development Block Grant – **SAMPLE** Anti-Displacement and Relocation Assistance Plan

SAMPLE

(Print on Municipal Letterhead or Plain Sheet – Remove DEHCR header/footer notes and “Sample” Language above)

City of Tomahawk **WISCONSIN RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR CDBG PROGRAMS**

This Residential Anti-Displacement and Relocation Assistance Plan (RARAP) is prepared by the **City of Tomahawk** in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG¹ projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, the **City of Tomahawk** will take the following steps to minimize the direct and indirect displacement of persons from their homes: ***(The steps provided below are examples only, each jurisdiction must determine the actions it will take based on local needs and priorities. Include in this plan the actions the local jurisdiction will take.)***

*[Check all that apply below; **delete** any rows/steps in table below that will not be taken/are not applicable; add steps if others will be taken/are applicable.]*

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.

¹ CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

Division of Energy, Housing and Community Resources

Community Development Block Grant – **SAMPLE** Anti-Displacement and Relocation Assistance Plan

- Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- Establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.
- If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are “lower-income dwelling units” as defined in 24 CFR 42.305).
- Target only those properties deemed essential to the need or success of the project.
-
-
- [Additional action that will be taken to address local needs & priorities, as determined by UGLG (if applicable)].

Relocation Assistance to Displaced Persons

The City of Tomahawk will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

One-for-One Replacement of Lower-Income Dwelling Units

The City of Tomahawk will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375.

Before entering into a contract committing the City of Tomahawk to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the City of Tomahawk will make public by [Describe method of information distribution, such as publication in a newspaper of general circulation; include name of newspaper(s)/circulated publication(s)] and submit to the U.S. Department of Housing and Urban Development (HUD) through the State, under the State CDBG Program, the following information in writing:

1. A description of the proposed assisted project;

Division of Energy, Housing and Community Resources

Community Development Block Grant – **SAMPLE** Anti-Displacement and Relocation Assistance Plan

2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. **NOTE: See also 24 CFR 42.375(d).**
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom unit), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the **City of Tomahawk** will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), the **City of Tomahawk** may submit a request to HUD (or to the State, if funded by the State) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

Contacts

The **[Name and Phone Number of the Office]** is responsible for tracking the replacement of lower-income dwelling units and ensuring that they are provided within the required period.

The **[Name and Phone Number of the Office]** is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

Division of Energy, Housing and Community Resources

Community Development Block Grant – **SAMPLE** Anti-Displacement and Relocation Assistance Plan

Adopted by the City of Tomahawk City Council on: [Date Adopted].

Chief Elected Official (CEO) Typed/Printed Name

CEO Title

Chief Elected Official Signature

ATTEST:

Municipal Clerk Typed/Printed Name

Municipal Clerk Title

Municipal Clerk Signature

Date Adopted: _____

Date Effective: _____