

April 29, 2025
5:00PMCity Hall, Council Chambers
23 N 2nd St**AGENDA**

The Council meeting will be held both in person and virtually. If you are not attending in person and would like to access the meeting remotely you can do so by either of the following ways:

United States Toll Free: 1-888-475-4499**Access Code: 903 385 0484****Passcode: 54487****OR**

On your computer or smart device by visiting www.zoom.com and clicking "JOIN"

**COUNCIL
MEMBERS**STEVEN E TASKAY
MAYOR
TERM EXP. 2026
PRESIDING OFFICERMICKEY LOKA
TERM EXP. 2025PATRICIA E. HASKIN
TERM EXP. 2026ED NYSTROM
TERM EXP. 2027JEFF KAHLE
TERM EXP. 2025
PRESIDENTDALE ERNST
TERM EXP. 2026WILL GARSKE
TERM EXP. 2027MIKE LOKA
TERM EXP. 2027TADD WEGENER
TERM EXP. 2025STEVE "DING" BARTZ
TERM EXP. 2026

- A. **Call to Order**
- B. **Roll Call**
- C. **Pledge of Allegiance**
- D. **Public Comments** (During this item on the agenda the Council 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.)
- E. **Public Hearing**
 - 1. Proposed Community Development Block Grant Application
 - a. Identification of Total Potential Funding Available
 - b. Eligible CDBG Activities
 - c. Presentation of Identified Community Development and Housing Needs
 - d. Presentation of activities proposed for CDBG application
 - e. Review of any potential residential and non-residential displacement
 - f. Resident input regarding community development and housing needs, the proposed CDBG project, and other CDBG activities
- F. **Resolutions**
 - 1. A borrowing resolution in accordance with the provisions of Chapter 24 of the Wisconsin Statutes approving the borrowing from the State Trust Fund of the State of Wisconsin in the sum of three hundred and fifty thousand dollars and 00/100 (\$350,000) for the purpose of financing *Nelson Lane Water Main Relay Project* and for no other purpose
 - 2. A Resolution to Amend a Citizen Participation Plan for the Community Development Block Grant
 - 3. A resolution providing a guaranteed match for the 2025 Community Development Block Grant Public Facilities (VDBG-PF) Application

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.

- G. **Other Business**
 - 1. Committee Seat Appointments – Citizen Participation Committee
- H. **Schedule Next Meeting Date and Time:** May 6, 2025 at 5:30 p.m.
- I. **Adjournment**

STATE OF WISCONSIN

BOARD OF COMMISSIONERS OF PUBLIC LANDS

101 EAST WILSON STREET, 2ND FLOOR

POST OFFICE BOX 8943

MADISON, WISCONSIN 53708-8943

APPLICATION FOR STATE TRUST FUND LOAN

CITY - 20 YEAR MAXIMUM

Chapter 24 Wisconsin Statutes

CITY OF TOMAHAWK

Date sent: April 14, 2025

Received and filed in Madison, Wisconsin:

ID # 05606137

RAS

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned **Mayor** and clerk of the City of **Tomahawk**, in the County(ies) of **Lincoln**, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **Three Hundred Fifty Thousand And 00/100 Dollars (\$350,000.00)** from the Trust Funds of the State of Wisconsin for the purpose of **financing Nelson Lane water main relay project**.

The loan is to be continued for a term of **10** years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of **6.00** percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the City with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the common council of the City of **Tomahawk**, in the County(ies) of **Lincoln**, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the 29th day of April, 20 25.

At the aforesaid meeting a resolution was passed by a majority vote of the members of the common council approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **Three Hundred Fifty Thousand And 00/100 Dollars (\$350,000.00)** from the Trust Funds of the State of Wisconsin to the City of **Tomahawk** in the County(ies) of **Lincoln**, Wisconsin, for the purpose of **financing Nelson Lane water main relay project**. That at the same time and place, the common council of the City of **Tomahawk** by a majority vote of the members, adopted a resolution levying upon all the taxable property in the city, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the city clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the City of **Tomahawk**, certified by the **Mayor** and clerk, accompanies this application.

Given under our hands in the City of **Tomahawk** in the County(ies) of **Lincoln**, Wisconsin, this 30th day of April, 20 25.

Mayor, City of **Tomahawk**

Clerk, City of **Tomahawk**

FORM OF RECORD

The following preamble and resolutions were presented by Alderman _____ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of **Tomahawk**, in the County(ies) of **Lincoln**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Three Hundred Fifty Thousand And 00/100 Dollars (\$350,000.00)** for the purpose of **financing Nelson Lane water main relay project** and for no other purpose.

The loan is to be payable within **10** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **6.00** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of **Tomahawk**, in the County(ies) of **Lincoln**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of **Tomahawk** by such loan from the state be applied or paid out for any purpose except **financing Nelson Lane water main relay project** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the **Mayor** and clerk of the City of **Tomahawk**, in the County(ies) of **Lincoln**, Wisconsin, are authorized and empowered, in the name of the city to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the city pursuant to this resolution. The **Mayor** and clerk of the city will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this city forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

Alderman _____ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

- | | | | | |
|-----|----------|------------------------------|-------|-------|
| 1. | Alderman | <u>Michael "Mickey" Loka</u> | voted | _____ |
| 2. | Alderman | <u>Edward Nystrom</u> | voted | _____ |
| 3. | Alderman | <u>Patricia Haskin</u> | voted | _____ |
| 4. | Alderman | <u>Jeffrey Kahle</u> | voted | _____ |
| 5. | Alderman | <u>Dale Ernst</u> | voted | _____ |
| 6. | Alderman | <u>William Garske</u> | voted | _____ |
| 7. | Alderman | <u>Michael Loka</u> | voted | _____ |
| 8. | Alderman | <u>Tadd Wegener</u> | voted | _____ |
| 9. | Alderman | <u>Steven Bartz</u> | voted | _____ |
| 10. | Alderman | _____ | voted | _____ |
| 11. | Alderman | _____ | voted | _____ |
| 12. | Alderman | _____ | voted | _____ |

A majority of the members of the common council of the City of **Tomahawk**, in the County(ies) of **Lincoln**, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN

County(ies) of **Lincoln**

I, Amanda L. Bartz, Clerk of the City of **Tomahawk**, in the County(ies) of **Lincoln**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the common council of the City of **Tomahawk** at a meeting held on the 29th day of April, 2025 relating to a loan from the State Trust Funds; that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the common council of the City of **Tomahawk**, County(ies) of **Lincoln**, is constituted by law to have 9 members, and that the original of said preamble and resolutions was adopted at the meeting of the common council by a vote of _____ ayes to _____ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the city.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the City of **Tomahawk** this _____ day of _____, 20_____.

Clerk (Signature)

Amanda L. Bartz

Clerk (Print or Type Name)

City of **Tomahawk**

County(ies) of **Lincoln**

State of Wisconsin

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

STATE OF WISCONSIN
COUNTY(IES) OF LINCOLN

TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, Amanda L. Bartz, Clerk of the City of **Tomahawk**, County(ies) of **Lincoln**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the City of **Tomahawk** is as follows:

EQUALIZED VALUATION FOR THE YEAR 20 24 * \$ 368,347,000
* Latest year available

I further certify that the whole existing indebtedness of the City of **Tomahawk**, County(ies) of **Lincoln**, State of Wisconsin, is as follows (list each item of indebtedness):

NAME OF CREDITOR	PRINCIPAL BALANCE (EXCLUDING INTEREST)
<u>US Bank (Pride Park)</u>	\$ <u>15,000.00</u>
<u>Bremer Bank (River Crossing)</u>	\$ <u>1,115,000.00</u>
<u>Crossbridge Bank (TID 4)</u>	\$ <u>1,090,000.00</u>
<u>Bremer Bank (Somo Ave.)</u>	\$ <u>1,950,000.00</u>
<u>STF (Kings Hill Phase I & II)</u>	\$ <u>246,366.79</u>
<u>STF (6th St & Lincoln Av. Culvert)</u>	\$ <u>1,678,924.91</u>
<u>STF (2023 Capital Projects)</u>	\$ <u>359,506.65</u>
TOTAL INDEBTEDNESS:	\$ <u><u>6,454,798.35</u></u>

Clerk (Signature)

Amanda L. Bartz
Clerk (Print or Type Name)

City of **Tomahawk**

County(ies) of **Lincoln**,

State of Wisconsin

_____, 20____
Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

RESOLUTION NO. _____

Resolution To Amend the City of Tomahawk’s 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 ensure 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.

Authorizing Resolution to Commit Match Funds & Certification of Match Funds Secured

City of Tomahawk

RESOLUTION NO. _____

A resolution of the City Council of 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 participated in the Community Development Block Grant (CDBG) Program;

WHEREAS, Federal monies are available under the Community Development Block Grant (CDGB) program, administered by the Wisconsin Department of Administration (DOA) Division of Energy, Housing and Community Resources (DEHCR) for the purpose of the provision or development of a Public Facility Improvement for the City of Tomahawk;

WHEREAS, the City Council has authorized the submission of CDBG Public Facility Improvement application to DOA for the following project: Nelson Lane Water Main Relay; and

WHEREAS, the adequate local financial match must be provided for proposed CDGB-PF project by the City of Tomahawk; and

WHEREAS, the City of Tomahawk must certify that all matching funds required to complete the propose project have been secured for and committed to the project prior to submission of the CDGB 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 CDGB application documents, then the State of Wisconsin Department of Administration Division of Energy, House and Community Resources may deny a timeline extension and my 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 CDGB application, for the match amount of \$350,000.00 from the following secured sources(s):

State Trust Fund Loan – Board of Commissioners of Public Lands

And the following pending or potential source(s):

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

Mayor Steven E. Taskay

Date

Attest: _____
Amanda L. Bartz, Clerk/Treasurer