**Minutes FOR** **Common Council Special Meeting May 29, 2025**

**Call to Order, Pledge of Allegiance, Roll Call**

A special meeting of the Common Council was held at 819 Superior Ave. in the City Council Chambers. The meeting was called to order by Mayor Paul Dwyer at 5:30 p.m. After the Pledge of Allegiance, roll call was taken. Present: Paul Dwyer, Travis Scholze, Richard Yarrington, Shawn Zabinski, John Glynn (via Zoom, left meeting at 6:43 p.m.), Mitchell Koel (via Zoom), Patrick Devine, Nellie Pater, and Dean Peterson. Also present: Penny Precour (via Zoom), Nick Morales, Brian Berquist (via Zoom), Nicole Jacobs, and Justin Derhammer. The meeting was available via Zoom. All motions are unanimously approved unless otherwise noted.

**Approval: Proposed Issuance of $2,535,000 City of Tomah (the “City) General Obligation Promissory Notes, Series 2025A (the “Securities”)**

Kayla Thorpe with Ehlers Public Finance Advisors presented a proposed issuance of $2,535,000 general obligation promissory notes to fund 2025 Capital Projects and Purchases, which were approved by council in November 2024. Those projects and purchases include city hall IT equipment, fire equipment, police squads, parks upgrades, and street equipment. The debt service will be paid from ad valorem property taxes. The notes count against the city’s general obligation debt capacity limit of 5 percent of total city equalized valuation. Following the issuance, the city’s total general obligation debt principal outstanding will be approximately $30,600,000, which is 56 percent of its limit. The remaining general obligation borrowing capacity will be approximately $24,356,536. The notes are being issued for a term of 20 years. R. Yarrington asked questions regarding a 20-year term versus a 10-year term to save on interest. Ms. Thorpe explained to the council that a 10-year term would result in a significant tax increase when the goal would be to minimize tax increases to manage peaks and valleys in residents’ tax bills. Motion by J. Glynn, second by T. Scholze, to approve the proposed issuance of $2,535,000 City of Tomah General Obligation Promissory Notes. Motion carried.

**Approval: Ordinance Amending Various Sections of Chapter 2, Chapter 10, and Chapter 42 of the City of Tomah Code of Ordinances Effectuating Reinstatement of the City Administrator in lieu of Senior Executive Team**

Motion by D. Peterson, second by R. Yarrington to waive the first verbatim reading of the ordinance amending various Sections of Chapter 2, Chapter 10, and Chapter 42 of the City of Tomah Code of Ordinances Effectuating Reinstatement of the City Administrator in lieu of Senior Executive Team. P. Precour explained to the council that the proposed amendments to the ordinance were changes that were made when the council voted to establish the Senior Executive Team. T. Scholze felt that the change should be read into the record for public transparency and that given the public’s interest in this particular change, he did not feel this was an appropriate time to waive first or second readings. Motion carried with one negative vote (Scholze.)

Motion by D. Peterson, second by N. Pater, to waive the second verbatim reading of the ordinance amending various Sections of Chapter 2, Chapter 10, and Chapter 42 of the City of Tomah Code of Ordinances Effectuating Reinstatement of the City Administrator in lieu of Senior Executive Team. Motion carried.

Motion by D. Peterson, second by N. Pater, to adopt the ordinance amending various Sections of Chapter 2, Chapter 10, and Chapter 42 of the City of Tomah Code of Ordinances Effectuating Reinstatement of the City Administrator in lieu of Senior Executive Team. Motion carried.

**Approval: City Administrator Job Description**

P. Precour explained to the council that the job description for the city administrator was modified to coincide with the changes made to the ordinance. Motion by D. Peterson second by N. Pater, to approve the city administrator job description with the revision of the revised and council approved dates. Motion carried.

**Adjourn to Closed session**

Motion by D. Peterson, second by N. Pater, to adjourn to closed session pursuant to Wis Stat § 19.85(1) as listed on the agenda. Motion carried. Meeting adjourned to closed session at 6:29 p.m.

**Considering employment, promotion, compensation or performance evaluation data of any public employee to discuss staffing and compensation for: Approval of contract terms for City Administrator.**

**Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for: Approval of negotiating terms for purchase of land.**

Respectfully submitted,

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Nicole Jacobs, City Clerk