**Minutes FOR** **Committee of the Whole MAY 19, 2025**

**CALL TO ORDER –PLEDGE OF ALLEGIANCE - ROLL CALL**

The meeting was called to order by Council President John Glynn at 6:30 p.m. Present: Paul Dwyer, Richard Yarrington, Shawn Zabinski, John Glynn, Patrick Devine, Mitchell Koel, Travis Scholze, Nellie Pater, and Dean Peterson. Absent: none. Also present: Nicole Jacobs, Nick Morales, Justin Derhammer, Joe Protz, Tina Thompson (via Zoom), Brian Berquist (via Zoom), Penny Precour (via Zoom), and Eric Pedersen. All motions are unanimously approved unless otherwise noted. The meeting was available via Zoom and recorded by Hagen Sports Network.

**Approval of Minutes from April 14, 2025**

Motion by P. Dwyer, second by S. Zabinski, to approve the minutes from April 14, 2025. Motion carried.

**Acceptance of Reports: City Clerk, Treasurer, Public Works, Parks and Recreation, Police Department, Chamber/CVB**

Motion by M. Koel, second by S. Zabinski, to accept the following reports:

1. City Clerk Monthly Report

2. Treasurer Monthly Report

3. Public Works & Utilities

4. Tomah Police Department Monthly Report - April 2025

5. Tomah Parks and Recreation Program Report

6. Tomah Chamber and Visitors Center Monthly Report

R. Yarrington asked J. Derhammer additional questions regarding budget comparisons and this year’s audit. M. Koel asked B. Berquist, E. Pedersen, and N. Jacobs how their initial weeks have been going in their new roles with the city. S. Zabinski asked J. Protz about how the kayak rentals in Winnebago Park work. N. Pater asked about improvements to Fireman’s Park. T. Scholze asked N. Jacobs questions regarding ETF Employee Self-Service Portal. He also asked T. Thompson about the Chamber’s brochure distributions. Motion carried.

**A temporary amendment to The Bank Bar’s “Class B” Liquor and Class “B” Beer Licenses**

Motion by T. Scholze, second by R. Yarrington, to recommend the Council approve the temporary alcohol license amendment for The Bank Bar to include the vacant property at 1013 Superior Ave for June 7, 2025. Motion carried.

**Special Beer and Wine License Application by Tomah Youth Hockey Club for Tomah Youth Hockey “Ice Maker” Concert Fundraiser on June 14, 2025**

Motion by M. Koel, second by S. Zabinski, to recommend the Council approve the special beer and wine license application for Tomah Youth Hockey Club for Tomah Youth Hockey “Ice Maker” Concert fundraiser on June 14, 2025. Motion carried.

**Special Event Outdoor Cabaret License for JAC’s Steakhouse at 309 Superior Avenue for its 13 summer music events throughout May, June, July, August, and September of 2025.**

Motion by S. Zabinski, second by N. Pater, to recommend the Council approve the special event outdoor cabaret license for JAC’s Steakhouse for 13 summer music events throughout May, June, July, August, and September. Several committee members felt some of the end times for the events were too late past the 9 p.m. end time allowed by ordinance. As a courtesy to the neighbors around JAC’s, several committee members felt an end time of 10 p.m. would be more reasonable. Motion by S. Zabinski, second by N. Pater to amend the motion to approve the special event outdoor cabaret license for JAC’s Steakhouse for 13 summer music events throughout May, June, July, August, and September with an end time of 10 p.m., with the exception of JAC’s two-year anniversary party with an end time of 12 a.m. Motion carried with two negative votes (T. Scholze, D. Peterson.)

**Approval of Façade Improvement Grant Program 2-2024 Reimbursement**

Motion by P. Dwyer, second by S. Zabinski, to recommend the Council approve the reimbursement for Façade Improvement Grant Program application 2-2024 (Maximus Aesthetics) in the amount of $2,415. Motion carried with one negative vote (Yarrington.)

**Approval of Employee Handbook Revisions**

Motion by T. Scholze, second by N. Pater, to recommend the Council approve the revisions to the employee handbook as presented, specifically to require members of the Senior Executive Team to provide thirty days’ notice of resignation. Motion carried.

**Resolution of Monthly Bills**

Motion by S. Zabinski, second by T. Scholze, to recommend the Council approve the resolution for payment of monthly bills in the amount of $4,979,603.51. Motion carried with one negative vote (Koel.)

**Adjourn to closed session Pursuant to Wis Stat 19.85(1):**

Motion by M. Koel, second by R. Yarrington, 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 7:02 p.m.

**Considering employment, promotion, compensation or performance evaluation data of any public employee to discuss staffing and compensation for: City Administrator, Director of Public Works and Utilities, City Clerk, Assistant Chief of Police, Police Lieutenant, and Human Resources Generalist.**

**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: purchase of land and renewal of five lease agreements.**

**Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for: employment and performance evaluation of public employee.**

**Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.**

**Readjourn to Open Session**

Motion by P. Dwyer, second by M. Koel, to reconvene to open session. Motion carried. The meeting was reconvened at 9:57 p.m..

**Approval: Reinstatement of the City Administrator Position**

Motion by T. Scholze, second by D. Peterson, to table the approval of reinstating the city administrator to Tuesday, May 20, 2025 Common Council Meeting pending financial information from the city treasurer. Motion carried.

**Adjourn Meeting**

Motion by R. Yarrington, second by D. Peterson, to adjourn at 9:59 p.m. Motion carried

Respectfully submitted,

Nicole Jacobs, City Clerk