

CITY OF COLUMBUS



Celebrate
COLUMBUS

**BOARDS, COMMITTEES,
COMMISSIONS
2011-2012**

Revised 07/18/11

www.cityofcolumbuswi.com

CITY OF COLUMBUS
105 N DICKASON BLVD COLUMBUS, WI 53925
920-623-5900 920-623-5901

ELECTED OFFICIALS

MAYOR	ROBERT LINK 103 Wildwood Drive blink@columbuswi.us	623-4778 (13)
1 ST DISTRICT	TYLER WALKER 307 Richmond Street twalker@columbuswi.us	623-9936 (12)
	ROGER SNEATH 444 W Prairie Street rsneath@columbuswi.us	623-3937 (13)
2 ND DISTRICT	JENNY PERKINS 821 Waterloo Street jperkins@columbuswi.us	920-296-2876 (12)
	DAVE BOMKAMP 119 Summit Court dbomkamp@columbuswi.us	608-225-3631 (13)
3 RD DISTRICT	PAULA SCHUMANN 418 W James Street pschumann@columbuswi.us	350-0112 (12)
	LARRY HERZOG 247 S Water Street lherzog@columbuswi.us	626-4005 (13)

APPOINTED OFFICIALS

CITY ADMINISTRATOR	Boyd A Kraemer	623-5900
CITY CLERK	Anne Donahue	623-5900
CITY TREASURER	Kim Manley	623-5900
		623-5901 (fax)
<u>POLICE CHIEF</u>		
Daniel Meister	Columbus Police Dept 159 N Ludington Street	623-5919 623-5930 (fax)
<u>EMERGENCY MANAGEMENT DIRECTOR</u>		
Robert Zapotocny	Columbus City Hall	623-5900
<u>FIRE CHIEF</u>		
Randall Koehn	Fire Station 123 W. Harrison St.	623-5914 623-6043 (fax)
<u>PUBLIC WORKS DIRECTOR</u>		
	Public Works Dept. 229 E. School St	623-5908 623-5924 (fax)
<u>WATER & LIGHT SUPERINTENDENT</u>		
John Andler	Water & Light Dept. 950 Maple Avenue	623-5912 623-5923 (fax)
<u>CITY ENGINEER</u>		
Ruekert- Mielke Jason Lietha	258 Corporate Dr Ste 200 Madison WI	608-819-2600
<u>BUILDING INSPECTOR</u>		
General Engineering	Portage, WI 53901	608-742-2169
<u>CITY ASSESSOR</u>		
Associated Appraisal	PO Box 2111, Appleton www.apraz.com	920-749-1995
<u>RECREATION/AQUATIC DIRECTOR</u>		
Megan Meyer	161 N Dickason Blvd	623-5936
<u>SENIOR CENTER DIRECTOR</u>		
Marie Steffen	125 N Dickason Blvd	623-5918
<u>ECONOMIC DEV/ENERGY SUSTAINABILITY</u>		
Steven Sobiek	105 N Dickason Blvd	623-5900
<u>CITY ATTORNEY</u>		
Randall Lueders	PO Box 272	623-2650

COUNCIL LIAISONS - NON VOTING MEMBERS

Police & Fire Commission	Herzog
Library Board	Perkins
Historic Preservation	Sneath
School District Liaison	Walker
Senior Center Advisory	Herzog
Recreation	Walker
Hillside Cemetery Assoc.	Schumann
Investment Board	Schumann

COUNTY COMMITTEES – VOTING MEMBERS

Columbia County Comprehensive Plan	Herzog
Municipal Court Committee	Herzog
	Alternate:
Room Tax Committee	Perkins
	Walker
	Sneath

BOARDS, COMMITTEES, COMMISSIONS

APPOINTED BY MAYOR, CONFIRMED BY COUNCIL

All members listed are voting members

BOARD OF ELECTRICAL EXAMINERS 3 members, mayor or appointee, 1 elec contractor, 1 journeyman electrician, 2 yr term

Glenn Lange	(12)	N2688 Col-FR Road	920-484-3361
Todd Hornbacher	(12)	N4302 Old Hwy 73	-4722
Dale Wingers	(13)	5 Woodridge Lane	-5335

BOARD OF REVIEW 5 members, 5 yr term, 1 each yr

Craig Groth	(12)	408 Parkview Drive	-9048
John Ganga	(13)	255 Chapin Street	-3990
Karl Green	(14)	102 Dawn Court	-3580
Bill Bublitz	(15)	116 Dawn Court	-2909
Ben Van Horn	(16)	941 Park Avenue	-5571

BOARD OF APPEALS 5 members, 2 alternates, 3 yr term, 2-2-1

Eugene Beier	(12)	309 Fairway Drive	-4577
Bruce Zander	(13)	888 Dix Street	-5217
Amy Cherry	(13)	200 Sunset Circle	-3286
Kathy Baerwolf	(14)	347 Middleton Street	-2580
Jeff Henning	(14)	101 Wildwood Drive	-2569

PLAN COMMISSION mayor (chair), 1 alderperson, 5 citizens, 3 yr term

Jason Lietha	(12)	436 W. School Street	-2051
Uriah Monday	(12)	816 Warner Street	-0508
Greg Robbins	(13)	201 Avalon Road	-2390
Dave Bomkamp (ALD)	(13)	119 Summit Court	608-225-3631
Bob Link (MYR)	(13)	103 Wildwood Drive	-4778
Bob Zapotocny	(14)	606 N. Main Street	-2568
Michael Hansen	(14)	9 Woodridge Lane	350-0330

LIBRARY BOARD 7 members (school, 6 city, 1 town), 3 yr term

Lyle Sampson	(12)	63 Parkview Circle	-3244
Kate Stover	(12)	214 Avalon Road	-3149
Peter Kaland	(13)	551 W. Harrison Street	-2116
William O'Donnell	(13)	W10599 Cty Hwy TT	-2469
Lorna Will	(14)	344 S Charles Street	-2955
Pam Monroe	(14)	347 Sunset Rd #3	262-689-8442
Bryan Davis	(CSD)	200 W School Street	-5950

GREATER COLUMBUS ENERGY COMMISSION 2 council, 5 residents, owners/managers in service area, 3 year term, 2-2-1

Eric Anthon	V. Chair	(12)	950 Maple Avenue	-5912
Jim Schieble		(13)	430 W Prairie Street	-4397
Doug Spangler		(13)	740 Spangler	-3751
Bob Link	(MYR)	(13)	103 Wildwood Drive	-4778
Roger Sneath	(ALD)	(13)	444 W Prairie Street	-3937
Martin Day	Chair	(14)	458 W. Mill Street	608.576.8911
Curt Hansen		(14)	W1085 Cty Trunk K	-2608

COMMUNITY DEVELOPMENT AUTHORITY 7 members (2 council/term), 4 yr term, 2-1-1-1

Henry Elling		(12)	650 S Charles Street	-0436
Wendy Watrud		(12)	550 S Main Street	-0405
Paul Larson		(13)	605 Park Avenue	-9920
Paula Schumann	(ALD)	(12)	418 W James Street	350-0112
Bob Link	(MYR)	(13)	103 Wildwood Drive	-4778
Stephen Black		(14)	554 S Lewis Street	-5390
Nathan Roberts		(15)	102 Highland Court	920-318-9069

STREET LIGHT COMMITTEE 4 members, 1 yr term, DPW, W&L, PD, Council, appointed May each year

Boyd Kraemer	(pres officer)(DPW)		105 N Dickason Blvd	-5900
John Andler		(W&L)	950 Maple Avenue	-5912
Dan Meister		(CPD)	159 N Ludington Street	-5919
Dave Bomkamp	(ALD)	(13)	119 Summit Court	608-225-3631

WATER & LIGHT COMMISSION mayor, CA, alderperson, 4 members, 5 yr term (Oct), 1 each yr,

Heidi Poser		(11)	314 S. Charles Street	-2919
Boyd Kraemer		(12)	105 N Dickason Blvd	-5900
Greg Robbins		(12)	201 Avalon Road	-2390
Bob Link	(MYR)	(13)	103 Wildwood Drive	-4778
Dave Bomkamp	(ALD)	(13)	119 Summit Court	608-225-3631
Jack Sanderson		(13)	113 Dawn Court	-5029
Rolf Lang		(14)	238 Sturges Street	-2038

POLICE & FIRE COMMISSION 5 members, 5 yr term, 1 each yr

Dennis Chadwick		(12)	217 Avalon Road	-0322
Rod Musel		(13)	220 Chapin Street	-9136
Joe Roche		(14)	N3504 Roche Road	-5337
Joseph Sampson		(15)	434 Vista Circle	-3995
Larry Olson		(16)	719 Avalon Road	-3187

HISTORIC LANDMARKS & PRESERVATION COMMISSION 7 members, 3 yr term, 3-2-2

John Salzwedel	(12)	841 Park Avenue	-3147
Carolyn Fredericks	(12)	549 Hibbard Street	920.210.3359
Alice Schmidt	(13)	328 S. Dickason Blvd.	-2753
Kris Schirmacher	(13)	628 W. James Street	-2505
Kim Bates	(13)	632 Charles Street	-4554
Jan Ulrich	(14)	W12152 Lange Road	-2635
Beth Altschwager	(14)	553 W James Street	-2306

INVESTMENT BOARD

Kim Manley	(TREAS)	105 N Dickason Blvd	-5900
Boyd Kraemer	(ADMIN)	105 N Dickason Blvd	-5900
Paula Schumann	(ALD) (12)	418 W James Street	350-0112
Bob Link	(MYR) (13)	103 Wildwood Drive	-4778

CABLE TELEVISION COMMISSION 1 member of Council, 1 member W&L

Commission, 3 citizens, 2 yr term

Paula Schumann	(ALD) (12)	418 W James Street	350-0112
Norm Stilson	(12)	73 Parkview Circle	-5788
Mary Link	(13)	103 Wildwood Drive	-4778
Peter Kaland	(13)	551 W Harrison Street	-2116
Rolf Lang	(W&L)	238 Sturges Street	-2038

PARKS & RECREATION ADVISORY BOARD 3 yr term, 5 members, 2-2-1

Brian Patrick	(12)	424 W. School Street	-5868
Amy Meyers	(12)	788 Warner Street	-3386
Dennis Sampolinski	(13)	532 Park Avenue	-5377
Jeff Campbell	(13)	151 N Birdsey Street	-2803
John Link	(14)	456 Vista Circle	350-0030

SENIOR CITIZENS ADVISORY BOARD 3 yr term, 5 members, 3 must be 55 or older, 2-2-1

Roger Weiner	(12)	1311 Waterloo Street	-4929
Dale Gessler	(13)	110 Grandview Court	-3249
Ed Parpart	(13)	556 N Birdsey Street	-3263
Joyce Knox	(14)	779 Maple Avenue #213	920-319-1179
Judith A Fiedler	(14)	1355 Park Avenue #101	920-382-9693
Stephanie Foxx	Nutrition Site	315 Lincoln Ave Rio	920-992-4070
Lyle Smith	Senior Club	431 Hibbard Street	-3055

OTHER ORGANIZATIONS

HILLSIDE CEMETERY ASSOC. 9 members w/3 yr term; 3 advisory w/1 yr term,
elected by assoc (June)

Lyle Sampson	(11)	63 Parkview Circle	-3244 (<i>adv</i>)
Fern Yohn	(11)	911 Maple Avenue	-2063 (<i>adv</i>)
Phil Worthen	(11)	146 E Mill Street	-2358 (<i>adv</i>)
Evelyn McNulty	(13)	PO Box 388	-3239 (<i>trust</i>)
Gerald Salzwedel	(13)	749 Fuller Street	-5888 (<i>trust</i>)
Gloria Moldscheck, sec	(13)	134 N. Lewis Street	-3362 (<i>trust</i>)
Helen Petrich	(13)	716 Dix Street	-3812 (<i>trust</i>)
Pat Powers	(11)	316 Waterloo Street	-4885 (<i>trust</i>)
John Marks, pres	(11)	335 Fuller Street	-5744
Alice Schmidt	(12)	328 S. Dickason Blvd.	-2753
Clara Sennhenn	(12)	134 W. Prairie Street	-3226
David Roelke	(12)	W1017 Hwy K	-3772

CITY BUILDINGS
EMERGENCY FROM CITY BUILDINGS – 9911

Columbus City Hall 105 N. Dickason Blvd.	Administration	623-5900 623-5901 fax 623-5902
Police Department 159 S Ludington Street	Public Safety Building	623-5919 623-5930 fax
Columbus Fire Department 123 W. Harrison Street	Office	623-5914
Columbus Senior Center 125 N. Dickason Blvd.	Office	623-5918
Columbus Recreation 161 N. Dickason Blvd.	Office	623-5936
Columbus Public Library 223 W. James Street	Front Desk	623-5910 623-5928 fax
Public Works Department 229 E. School Street	City Garage	623-5908 623-5909 623-5924 fax
Wastewater Treatment Plant 537 River Road	Office	623-5915 623-5932 fax
Recycling Center 557 River Road	Public Works	623-5908
Cemetery 827 N. Lewis Street	Public Works	623-5908
Fireman's Park 1049 Park Avenue	Office	623-5916
Columbus Area Aquatic Center 1049 Park Avenue	Seasonal*	623-6047*
Water & Light Department 950 Maple Avenue	Administration	623-5912 623-5913 623-5923 fax
Economic Development/ Energy Sustainability	105 N Dickason Blvd	623-5900

CALENDAR OF MEETINGS

City Council & Committee of the Whole Council	1 st & 3 rd Tuesday each month, 6:30 pm, City Hall
Library Board	3 rd Tuesday each month, 5:00 pm, Library
W&L Commission	2 nd Thursday each month, 6:00 pm, W&L Building (Quarterly at City Hall)
Police & Fire Commission	as needed, 5:30 pm, Fire Station
Plan Commission	3 rd Thursday each month, 6:30 pm, City Hall
Recreation Advisory Board	2 nd Wednesday each month, 6:00 pm, Community Center
CDA	4 th Monday each month, 6:30 pm, City Hall
Greater Columbus Energy Commission	3 rd Wednesday each month, 6:30 pm, City Hall
Senior Citizens Advisory Board	1 st Thursday each month, 8:45 am, Senior Center
Historic Preservation	2 nd Wednesday each month, 5:00 pm, City Hall
Board of Review	2 nd Monday in May, City Hall
Hillside Cemetery Assoc.	meet quarterly at Cemetery

Other meetings are scheduled throughout the year as requested by boards, committees, or commissions. All meetings must be posted at City Hall. A copy of the open meeting notice can be obtained by contacting the clerk's office. The Friday prior to each Council meeting, a copy of the current list of scheduled meetings is sent to every department as part of the Council packet.

***Dates and times are subject to change, please check with the City Clerk's office to confirm.**

STANDING MEETING DAYS**MONDAY**

4th -COMMUNITY DEVELOPMENT AUTHORITY – 6:30 PM, CITY HALL

TUESDAY

1st & 3rd -REGULAR & COMMITTEE OF WHOLE MEETINGS – 6:30 PM, CITY HALL

3rd -LIBRARY BOARD – 5:00 PM, LIBRARY

WEDNESDAY

2nd -RECREATION ADVISORY COMMITTEE – 6:00 PM, COMMUNITY CENTER

-HISTORIC PRESERVATION – 5:00 PM, CITY HALL

3rd -GREATER COLUMBUS ENERGY COMMISSION – 6:30 PM, CITY HALL

THURSDAY

1st -SENIOR CITIZENS ADVISORY BOARD – 8:45 AM, SENIOR CENTER

2nd -W&L COMMISSION – 6:00 PM, W&L DEPT (QUARTERLY AT CITY HALL)

3rd -PLAN COMMISSION – 6:30 PM, CITY HALL

AS NEEDED:

-POLICE & FIRE COMMISSION – 5:30 PM, FIRE STATION (AS NEEDED)

***Dates and times are subject to change, please check with the City Clerk's office to confirm.**

2011-2012 DATES TO REMEMBER

HOLIDAYS:

City offices are closed on the following days. If a holiday falls on a Saturday, offices will be closed the preceding Friday. If the holiday falls on a Sunday, offices will be closed on the following Monday.

	2011	2012
New Year's Day	January 1	January 1
Memorial Day	May 30	May 28
Fourth of July	July 4	July 4
Labor Day	September 5	September 3
Thanksgiving	November 24	November 22
Friday after Thanksgiving	November 25	November 23
Christmas Eve	December 24	December 24
Christmas Day	December 25	December 25
New Year's Eve	December 31	December 31

ELECTIONS

	2011	2012
Spring	02/15/11 04/05/11	02/21/12 04/03/12
Fall		11/06/12

COUNCIL MEETING TELEVISED

Cable Access Channel 980
Check listings for times

RECYCLING CENTER HOURS

Recycling Center will be open April 1 – November 30

Wednesday 2:00-6:00 pm
Saturday 10:00-2:00 pm

Columbus, Wisconsin Citizen Advisory Boards

Advisory boards, committees, commissions and authorities to which the City Council makes appointments are an integral part of the governmental process in the City of Columbus. The volunteers who participate provide the Council valuable insights, and their service is greatly appreciated.

This brochure provides a listing of each entity, a general summary of purpose and the month during which appointments are made.

Members of the boards are appointed based on their background and interest in a particular field and are expected to attend all advisory meetings. Those who miss three consecutive meetings in a calendar year may be replaced.

A description of the duties of the boards is contained in the Columbus Municipal Code. A quick reference list follows.

Police and Fire Commission (PFC): Chapter 2-261 through 2-264
 Community Development Authority (CDA): Chapter 2-361 through 2-370
 Municipal Court Committee: Chapter 2-581 through 2-589
 Board of Electrical Examiners: Chapter 18-51 through 18-52
 Cable Commission: Chapter 26
 Hillside Cemetery Association: Chapter 30-51 through 30-52
 Election Board: Chapter 34-31
 Library Board: Chapter 62-36 through 62-39, St Stats 43.60(3)
 Plan Commission: Chapter 78-31, St Stats 62.23
 Board of Review: Chapter 94-31, St Stats 70.47-70.49
 Water & Light Commission: Chapter 102-56 through 102-62
 Zoning Board of Appeals: Chapter 114-96 through 114-101
 Historic Landmarks & Preservation Commission: Chapter 114-496 through 114-505
 Parks & Recreation Advisory Board: Chapter 2-286
 Senior Center Advisory Board: Chapter 2-311
 Greater Columbus Energy Task Force Commission: Chapter 2-371

For more information on the appointment process, or the specific role of one of the advisory boards, contact:

City of Columbus
 Office of the City Clerk
 105 N. Dickason Blvd.
 Columbus, WI 53925-1565
 (920) 623-5900, (920) 623-5901 (FAX)

www.cityofcolumbuswi.us

Citizen Advisory Boards

Police and Fire Commission: The Police & Fire Commission appoints the fire chief and the police chief and hears disciplinary matters of the departments. This commission has not taken the optional powers allowed by the Wisconsin statutes. The commission has 5 members appointed by the mayor and confirmed by the council. Each member serves a 5-year term with one term commencing May 10th each year.

Community Development Authority: The Community Development Authority consists of 7 resident members with abilities and experience in the fields of urban renewal, community development and housing. 5 members serve 4 year terms each and 2 council members serve for their term of office. The authority has all the powers necessary or convenient to carry out and effectuate all aspects of urban renewal, development and redevelopment programs and governmental housing projects. The appointments are made by the mayor and confirmed by the council, effective May 10th of the year of appointment.

Municipal Court Committee: Columbus is a member of the Eastern Columbia County Joint Municipal Court. The purpose of the committee is to facilitate the orderly administration and communication between the municipal judge and the participating municipalities. Columbus appoints 1 member and 1 alternate member. The member is appointed by the mayor and approved by the council.

Board of Electrical Examiners: This board has authority over the issuance, suspension or revocation of electrical licenses and oversees the city's electrical inspector. The Board of Electrical Examiners consists of 3 members - the mayor or a citizen appointed by the mayor, one electrical contractor and one journeyman electrician. The appointments are made by the mayor, confirmed by the council for 2 year terms.

Cable Commission: The Cable Commission is comprised of a member of the Judiciary Committee, a member of the Water & Light Commission and 3 citizen members appointed for 2 year terms. The commission acts for the city in all matters relating to the cable telecommunications network, including preparing a budget and allocating funds for public access programming and production. Commission members are appointed by the mayor and confirmed by the council by May 10th of each year.

Hillside Cemetery Association: The Hillside Cemetery Association consists of 9 members who each serve a 3-year term and 3 advisory members who each serve a 1 year term. Terms are staggered with 3 regular and 1 advisory member appointed each year. The association establishes rules and regulations for the operation of the cemetery and maintains all necessary records relating to the cemetery. All monies collected are receipted to the city. Members are elected by the association at the annual meeting in June of each year.

Election Board: The Election Board consists of 7 inspectors for each voting district. Each inspector must be a resident of the voting district he or she represents. There are currently 3 voting districts in Columbus. Inspectors are appointed by the mayor, confirmed by the council. The appointments are for 2 years and are made in December of every even numbered year.

Library Board: The library board consists of 7 members. Six members are appointed by the mayor, confirmed by the council. 5 of the 6 members of the board must be residents of the city, while the 6th member may be from a town adjacent the city. The 7th member will be a public school district administrator or representative. The library board has exclusive control of the expenditures of all moneys collected, donated or appropriated for the library fund. The board also controls all lands, buildings or other property given or

acquired for library purposes. The board supervises the administration of the library including hiring the librarian and any other staff. Board members are appointed by the mayor and confirmed by the council, for 3 year terms, 3 members to be appointed in consecutive years and 1 member to be appointed in the following year. Terms begin on May 10th the year of appointment.

Plan Commission: The Plan Commission is responsible for adopting a master plan for the physical development of the city and for reviewing proposed conditional uses, subdivisions and zoning district amendments. The commission consists of seven members, and all members are appointed by the mayor, who also chooses the presiding officer. The commission includes one council member and at least five citizen members who are not city officials. The mayor may appoint himself or herself to the commission or may appoint another elected or appointed city official. The five citizen members are appointed for staggered three year terms, subject to confirmation by the common council.

Board of Review: The Board of Review is the first formal step in the appeal process for Wisconsin property owners who want to appeal their property assessments. The board's duty is to hear sworn, oral testimony about assessed values and based solely on that testimony decide whether an individual has proven the assessment to be incorrect. The Board of Review meets once a year, between the 2nd Monday in May and the 2nd Monday in June. The board consists of 5 residents of the city, appointed by the mayor and confirmed by the council, for 5 year terms, one each year.

Water & Light Commission: The Water & Light Commission consists of 7 members. Three of the members are the mayor, the city administrator, who serves a two year term ending in April, and a member of the common council who is appointed by the Mayor and elected by the City Council for a one year term each April. The remaining four members are city residents appointed by the mayor and approved by the city council and serve staggered five year terms beginning on October 1 each year. The management, control and supervision of any and all of the property pertaining to the water & the electric systems is invested in this commission along with employing all labor necessary in the operation, management and extension of the systems.

Zoning Board of Appeals: The Zoning Board of Appeals role is to determine whether, as applied to a particular set of facts and circumstances presented, the zoning administrator's interpretation and application of the local ordinance is in accord with the terms of that ordinance and State law. The board may grant variances in specific cases from the terms of the zoning code based on review of circumstances for practical difficulty or unnecessary hardship. The board consists of 5 residents of the city, appointed by the mayor and confirmed by the council, for 3 year terms, one each year. Appointments are made by the 10th of May each year.

Historic Landmarks & Preservation Commission: This commission consists of 7 members serving staggered terms of 3 years each. The commission has the power to designate historic structures, sites and districts within the city limits. These designations are made subject to criteria found in local ordinances. The members are appointed by the mayor and confirmed by the council. Terms begin on May 10th of the year of appointment.

Senior Citizen's Advisory Board: The senior citizen's advisory board shall consist of 7 members: A representative from the nutrition program, a representative from the senior club and 5 members from the City of Columbus appointed by the mayor and confirmed by the council. Three of the five at large members must be at least 55 years old. The at large members shall hold 3 year terms. The initial appointments shall be as follows: Two members shall be appointed for 3 years; 2 members shall be appointed for 2 years and 1 member shall be appointed for 1 year. The board shall elect by majority vote a chair, vice-

chair and secretary. The board shall meet monthly.

Parks and Recreation Advisory Board: The parks and recreation advisory board shall consist of 5 members appointed by the mayor and confirmed by the council. They shall hold 3 year terms. The initial appointment shall be as follows: 2 members shall be appointed for 3 years; 2 members shall be appointed for 2 years and one member shall be appointed for one year. The board shall elect by majority vote a chair, vice-chair and secretary. The board shall meet monthly.

Greater Columbus Energy Task Force Commission (GCETFC): The GCETFC consists of seven members appointed by the mayor and confirmed by the common council. Two of the members are council members, which may include the mayor, and five of the members are residents of the area served by the Columbus Water & Light Department (CW&L) or owners or managers of businesses served by the CW&L. Council members serve during their term of office and the five citizen members serve staggered three year terms. At the first meeting the commission elects a chairperson, vice-chairperson and secretary.

Additional information can be found on the City's website at www.cityofcolumbuswi.com

ARTICLE II. CITY COUNCIL

Sec. 2-31. Composition.

The city council shall consist of the mayor and two council members from each district who shall be elected for two-year terms.

Sec. 2-32. Duties and powers.

The council members shall constitute the city council and shall have such duties and powers as are enumerated in Wis. Stats. § 62.01 et seq. and elsewhere in the statutes.

Sec. 2-33. Authority.

The city council shall have all powers of the city not specifically given to some other body or officer. Except as otherwise provided by law, the city council shall have the management and control of the city property, finances, highways, streets, utilities and the public service and may act for the government and good order of the city for its commercial benefit and for the health, safety, welfare and convenience of the public and may carry its powers into effect by license, regulation, suppression, borrowing, taxation, special assessment, appropriation, imposition of forfeiture and other necessary or convenient means. The city council may appoint such officers from time to time as may be deemed necessary for the benefit of the city. The powers conferred by this section shall be in addition to all other grants and shall be limited only by express language.

Sec. 2-34. Regular meetings.

(a) Following the spring election of each year, the city council shall meet on the third Tuesday of April for the purpose of organization. Regular meetings of the council shall be held on the first and third Tuesday of every month at 6:30 p.m. in the council chamber.

(b) If any meeting date, as fixed by subsection (a), falls on a legal holiday, the meeting shall instead be held on the first business day succeeding that holiday at the same hour and place.

Sec. 2-35. Special meetings.

(a) The mayor may call special meetings of the city council by written notice to each member. The notice shall be delivered to the members personally or left at their usual abode at least 24 hours before the meeting, unless for good cause a 24-hour notice is impossible or impractical. In such case, a shorter notice may be given; but the notice may not at any time be provided less than six hours in advance of the meeting. The notice shall

specify the time, place and purpose of the meeting. Attendance by any council member is a waiver of any defect of notice.

(b) The mayor may call a special meeting without notice at a regularly convened council meeting if all members are present.

(c) A special meeting may be called if four members consent in writing to the holding of such a meeting. If written consent is obtained, it shall be filed with the clerk 36 hours before the commencement of the meeting.

(d) Special meetings shall be deemed regular meetings for the purpose of transacting any business permitted by law.

Sec. 2-36. Adjournment.

Any council member may move to adjourn a meeting. If any agenda item is not considered before a motion to adjourn is adopted, it shall automatically be referred to the council's next regular meeting unless the motion provides for a specific date and hour.

Sec. 2-37. Quorum required.

A quorum is necessary for transaction of any council business. Two-thirds of all members of the council, excluding the mayor, shall constitute a quorum.

Sec. 2-38. Call to order.

The presiding officer shall at the hour appointed call the members to order. If both the mayor and the council president are absent from the meeting, the clerk shall call the council to order and preside until the council selects a member to preside at that meeting.

Sec. 2-39. Absence of members.

(a) If a council member for any reason cannot attend a regularly scheduled meeting, he shall inform the clerk in writing at least one day before the meeting in question. The councilmember's excused absence shall be entered in the record of the council.

(b) A call of the council may be requested at any time by two or more members, and absent members shall be sent for; but a call shall not be made after voting has commenced. When a call of the council has been requested and ordered, the door shall be closed until the report of the police officer has been received and acted upon, or until further proceedings under the call are dispensed with by a majority of the entire council.

Sec. 2-40. Order of business.

The business of the council shall be conducted in the following order:

- (1) Roll call;
- (2) Pledge of Allegiance;
- (3) Notice of open meeting;
- (4) Approval of agenda;
- (5) Correspondence and communications;
- (6) Comments of citizens present;
- (7) Consent agenda;
- (8) Unfinished business;
- (9) New business;
- (10) Reports of city officers;
- (11) Adjournment.

Sec. 2-41. Introduction of business.

(a) All matters, including without limitation, ordinances, resolutions and reports, shall be submitted to the committee of the whole for review and comment before being placed on the common council agenda. Common council members desiring to introduce matters shall give written documentation thereof to the mayor, city administrator or clerk at least

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three business days before day of next scheduled committee of the whole meeting.

(b) Reintroduction restricted. Unless otherwise provided by city ordinance, no proposed ordinance or resolution having once been defeated may again be introduced in the same or in the substantially same form until 30 days after the date when that ordinance or resolution was defeated.

Sec. 2-42. Presiding officer.

(a) The mayor shall be the chief executive officer of the city. The mayor shall take care that city ordinances and the state statutes are observed and enforced and that all city officers and employees discharge their duties.

(b) The mayor shall provide direction for the city's economic development and long-range planning.

(c) When present the mayor shall preside at the meetings of the city council.

(d) The mayor shall, from time to time, provide the city council such information and recommend such measures as deem advantageous to the city.

(e) The mayor shall have such other duties and responsibilities as are prescribed in the Wisconsin Statutes and the Municipal Code.

Sec. 2-43. President of the council.

(a) *Selection.* The council president shall be selected by a majority vote of all council members at the annual organizational meeting conducted on the third Tuesday of April.

(b) *Absence of mayor.* During the mayor's absence or inability to serve, the council president shall be acting mayor and shall be vested with the powers and duties of the mayor; except the council president may not approve a council act that the mayor has vetoed. When presiding, the council president retains his right to vote as a councilmember.

Sec. 2-44. Voting.

(a) *Mode of voting.* Any member may demand a roll call vote on any matter. However, the vote shall be by roll call vote if the council is:

- (1) Confirming appointments.
- (2) Adopting any measure that assesses or levies taxes.
- (3) Appropriating or disbursing money.
- (4) Creating any liability or charge against the city or any fund of the city.
- (5) Adopting an ordinance or resolution.
- (6) The point of beginning on all roll call votes shall be rotated in order on each successive vote. This order shall be maintained for each successive meeting.

(b) *Majority vote required.* Except as otherwise provided by law, a majority of the votes cast shall be necessary for council action, provided a quorum has voted.

(c) *Tie vote.* The mayor shall not vote except in the case of a tie. When the mayor does vote in the case of a tie, his vote shall be counted in determining whether a sufficient number of members have voted favorably or unfavorably on any measure.

(d) *Abstentions.*

- (1) A councilmember shall not vote on any proposed ordinance, order, resolution or proposition in which he has a direct pecuniary or personal interest not common to other members of the council.
- (2) A councilmember who is required by law to abstain from voting on any particular matter shall not be counted for determining the number of members present if the passage of that measure requires a favorable vote by a majority or other fractional vote (i.e., two-

thirds or three-fourths) of the council members present or the presence of a quorum for purposes of that particular vote.

(e) *Vote change.* A councilmember may change his vote on a matter up to the time the result of the vote is announced.

Sec. 2-45. Reconsideration of question.

Any member who voted in the majority may request and be granted a reconsideration of the vote at the next regular or special meeting of the council.

Sec. 2-46. Ordinances.

(a) Reading ordinances. All proposed ordinances shall be read a total of two times before the council may vote for final passage. Upon introduction, in full, and immediately prior to the council's actual vote on it, by title only.

(b) By adoption of a motion to suspend the rules, the council may dispense with any or all of the required readings.

(c) The council may not vote on an ordinance at the same meeting that it is introduced unless the council suspends this rule.

Sec. 2-47. Reserved.

Sec. 2-48. Committees.

(a) The council shall sit as a committee of the whole to review and comment on all matters referred to it. The council president shall be the presiding of the committee of the whole. It shall meet at a regularly designated time and place. At this meeting the reports or recommendations of city officers, staff, boards, and commissions may be heard and comments of the public may be solicited. Unless tabled by affirmative vote of the members of the committee, matters considered shall be placed on the agenda for the next council meeting. In the event a vote is taken regarding any matter before the committee of the whole, the result of the vote shall not be a final decision but shall have the status of a recommendation to the council. Four members of the council, including the mayor, shall constitute a quorum of the committee.

(b) The council may provide for special committees as it may deem necessary. Appointments to special committees shall be made by the mayor subject to confirmation by the council.

(c) Pursuant to Wis. Stats. § 62.14(1) the committee of the whole shall exercise the duties and powers of the board of public works.

Sec. 2-49. Financial matters.

All bills and other financial claims against the city shall be itemized and presented to the clerk-coordinator for examination. The clerk-coordinator shall then refer the bills and claims to the committee on finance, which shall report on them at the next council meeting. Payment of regular wages and salaries of officers and employees according to schedules adopted by the council shall be made by the clerk without submission to the council after ratification by the department head submitting them and approval by the treasurer.

Sec. 2-50. Deliberation.

(a) *Manner of.* No member shall address the council until recognized by the presiding officer. The member shall then address the presiding officer and keep all remarks to the question under discussion. The member shall also avoid personal confrontations when speaking.

(b) *Recognition.* When two or more members simultaneously seek recognition, the presiding officer shall name the member who is to speak first.

(c) *Motions.* No motion shall be discussed or acted upon until it has been seconded unless the rules of the council specifically permit one councilmember to initiate action. No motion shall be withdrawn without the consent of those members making and seconding the motion.

(d) *Motions, precedence of.* When a question is under consideration, no motion shall be entertained except a motion to:

- (1) Adjourn.
- (2) Recess.
- (3) Lay on the table.
- (4) Move the previous question.
- (5) Postpone to a certain day.
- (6) Refer to a committee.
- (7) Amend.
- (8) Postpone indefinitely.

(e) *Termination of debate.* Any member wishing to terminate the debate may move the previous question. The presiding officer shall then announce the question as, "Shall the question before the council now be put?" If two-thirds of the members present vote in the affirmative, the question before the council shall be taken without further debate. The council then votes, first on any pending amendments and then on the main question.

Sec. 2-51. Citizen's right to address council.

(a) *Public comments concerning issues on the council agenda.*

(1) Any person desiring to comment on any topic on the agenda shall complete a sign in sheet prior to the meeting being called to order by the chair. The sign in sheet shall list the person's name, address and topic upon which they wish to speak. If a person desires to speak on an issue on the agenda but failed to register on the sign in sheet they may speak if three city council members agree to allow them to speak.

(2) When the item on the agenda is being discussed the chair will recognize the members of the public who have registered on the sign in form requesting to speak on the agenda item. They will then be allowed to address the council. People addressing the city council will approach the podium, state their name, and spell their last name, state their home address before they are allowed to speak. Public comments will occur prior to the discussion of the agenda item by the city council.

(b) *Public comments concerning issues not on the council agenda.* Members of the public may address the city council on any topic at the conclusion of the city council meeting. After the city council agenda is completed the television cameras will be turned off and the mayor will invite members of the public to address the city council. Any person desiring to comment on a topic not on the agenda shall complete a sign in sheet prior to the meeting being called to order by the chair. The sign in sheet shall list the person's name, address and topic upon which they wish to speak. If a person desires to speak on an issue on the agenda but failed to register on the sign in sheet they may speak if three city council members agree to allow them to speak.

(c) *Public suggestions and complaints.* When citizen suggestions are brought before the council, other than for items already on an agenda, the presiding officer shall first determine whether the issue is legislative or administrative in nature and then:

(1) If legislative, and a complaint about the letter or intent of legislative acts or suggestions for changes to such acts, and if the council finds such complaint suggests a change to an ordinance or resolution of the city, the council shall refer the matter to a standing committee.

(2) If administrative, and a complaint regarding administrative staff performance, administrative execution or interpretation of legislative policy, or administrative policy

within the authority of the city administrator, the presiding officer should then refer the complaint directly to the city administrator for his/her review with a written report concerning this issue to the council.

- (d) *Other restrictions.* If the presiding officer, or a majority of the council members, decides that the comments are not relevant or are abusive, the presiding officer may:
- (1) Order the citizen to modify his comments.
 - (2) Order the citizen to refrain from speaking.
 - (3) Order the citizen to leave the council chambers.
 - (4) Take such other steps as may be necessary to ensure the efficient conduct of the council's business.
 - (5) The presiding officer may place a time limit on public comments.

Sec. 2-52. Suspension of rules.

The rules of the council or any part of them may be suspended in connection with any matter under consideration by a recorded vote of five council members voting for suspension.

Sec. 2-53. Amendment of rules.

By a recorded vote of five members of the council, the rules of the council or any part of them may be amended.

**CITY OF COLUMBUS
OPEN APPOINTMENTS APPLICATION**

Appointments to the City's boards, committees and commissions are made by the Mayor, approved by the City Council. Members of the boards are appointed based on their background and interest in a particular field and are expected to attend all advisory meetings. Those who miss three consecutive meetings in a calendar year may be replaced.

Please return this form to the City Clerk's office at least one week prior to the Council meeting in which the Mayor will be making his appointments. Application does not guarantee appointment and will be used for guidelines to make appointments.

Position Sought: _____

Term of Position: New term _____ Fill unexpired term _____ (check one)

Applicant Name: _____

Applicant Address: _____

Daytime Phone: _____ Best time to Call _____

Evening Phone: _____ Best time to Call _____

Email Address: _____ (meeting notification purposes only)

Statement of interest in being appointed to this position:

Signature _____ Date: _____

Date received in City Clerk's office: _____ Received by: _____