



Common Council Meeting Agenda

Tuesday, February 03, 2026 at 6:35 PM

Columbus City Hall – 105 N. Dickason Boulevard

Roll Call

Pledge of Allegiance

Notice of Open Meeting

Approval of Agenda

Public Comment

Committee Minutes for File

1. Committee Minutes for File: Library (12/16/25)

Consent Agenda

2. Committee of the Whole and Common Council Meeting Minutes of 01/20/2026.
3. Approval of Temporary Alcohol Beverage Licenses for Oddfellows Tri-County Lodge #40 for Odd Food Truck Fest and Craft Fair on 05/09/26, and the annual Oddtoberfest on 09/26/26, both to be held at the Fireman's Park Pavilion.

Ordinances – First Reading (Final action may be taken by a motion to suspend the rules and waive the readings under City of Columbus Ordinance Sec 2-46)

4. Consider and take action regarding Ordinance No. 812-26: To Repeal Sec. 2-286 of the City Code of Ordinances Concerning the Recreation Committee and Sec. 2-311 Concerning the Community Center Committee and Recreating Sec. 2-286 to Recreate the Recreation Committee. (CoW 02/03/26)

New Business

5. Consider and take action on the Merit Pay Policy (CoW 1/20/26).
6. Consider and take action on the revised job descriptions for the Police Clerk, Administrative Manager, and approve recruitment for a 30 hour per week Police Clerk. (CoW 02/03/26)
7. Consider and take action regarding filling the vacant Maintenance II position at Public Works. (CoW 02/03/26)
8. Consider and take action regarding Task Order 2025-07 with Ruekert Mielke related to the 2025 Fireman's Park Culvert Removal in an amount not to exceed \$35,800. (CoW 02/03/26)
9. Consider and take action on date change of the April 7, 2026, Committee of the Whole and Common Council meetings due to the Spring Election. (CoW 02/03/26)
10. Consider and take action on Claims in the amount of \$354,238.28

Report of City Officers – City Administrator, Mayor

Adjourn

*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.

**Columbus Public Library
Library Board Meeting
Tuesday, December 16, 2025
Phyllis Luchsinger Callahan Meeting Room**

Call to Order: Pete Kaland called the meeting to order at 4:59 p.m.

Present: Pete Kaland, Amanda Wakeman, Nora Vieau, Jim Schieble, Deb Haeffner, Shirley Berkley, Sue Salter, Trina Reid, Merry Anderson (via Zoom)

Absent: Dana Pike

Roll Call, Introduction of Visitors Public Input:

Approval of the Agenda: Jim moved and Shirley seconded a motion to approve the Agenda. Motion carried.

Approval of Minutes November 18, 2025: Nora moved and Deb seconded a motion to approve the November Minutes. Motion carried.

Reports

Financial Secretary's Report: CDAR 2 renews 1/15/2026 at 4.35 %, same as previous month. SCLS account continues to increase, up \$ 3,281.65 from previous month. Interest to date on bank accounts totals \$2,358.70. Sue moved and Shirley seconded a motion to approve the Report. Motion carried.

Bills: Bills of \$5,687.54 submitted. Jim moved and Deb seconded a motion to approve the bills. Motion carried.

Budget Comparison: No report

Library Director's Report:

Community Outreach:

12/2-Partnered with Recreation Dept. to host Holiday Tree Lighting (postponed from previous weekend). Cocoa and cookies served by the fireplace before and after.

12/10- Hosted warm-up ornament workshop before the Holiday Train.

Youth Services:

Be a Barista program for teens had an excellent turnout and participants have asked to bring the program back in the future.

Wri-mo MOJO Creative Writing Month continued through November for 4th-9th graders led by author Valerie Biel.

There was no Youth or Adult programming over the holidays.

Adult Services:

Kristen is expanding Accessible Services through USPS delivery program and by reaching out to assisted living and nursing home communities. She also is building partnerships and spreading the word to those who could benefit from these services.

11/13-Catherine hosted successful Trivia Night for Adults

11/14-The Annex buzzed with excitement during Murder Mystery Night

12/10&11-Susan Running presented workshops on perimenopause.

Looking Ahead:

1/5-Winter Library Program "Winter Is Bearable with Books" begins and sign-up is open.

1/10-Inga Orth will talk about her book *From Burnout to Backroads* in which she discusses her time as a PBS "Around the Farm" host and how she moved from feeling overwhelmed to finding joy.

1/13-Author Amy Pease will discuss her book *Wildwood*.

Adult piano classes resume in January every Thursday.

January Teen Afternoon will feature a puzzle competition.

Meetings:

CPL closed for a few hours on 12/11 so staff could attend City of Columbus Holiday Party.

Amanda attended the SCLS All Directors meeting on 11/20 which focused on new SCLS strategic plan. The afternoon also included continuing education with Shannon Schultz on working with your municipality. She also attended the Columbia County Directors and Library Board met in Portage on 11/21.

Facilities:

No problems noted.

Library Director's Goals:

Attended City of Columbus Supervisor's Roundtable, a new monthly meeting for people who supervise staff.

Met with Ray Canales to talk about flooring options in the Program Room, stairs and entryway.

Staff is signed up for several continuing education classes.

Winter Reading Program launched.

President's Report: None

Literacy Council Report: Two people expressed interest in assuming coordinator position. Will follow-up after the holidays.

Friends of the Library: No December meeting

Correspondence: None

Committee Reports: None

Unfinished Business: None

New Business:

Jim moved and Deb seconded a motion to open the Page position to candidates. The position pays \$12 per hour for 1-2 hours 1-2 afternoons per week. Motion carried.

Adjourn: Nora moved and Shirley seconded a motion to adjourn. Motion carried. Meeting adjourned at 5:11p.m.

Next scheduled board meeting – January 20, at 5:00 p.m. in the Library.

Respectfully submitted,
Merry Anderson, Secretary



Committee of the Whole Meeting Minutes

Tuesday, January 20, 2026 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Roll Call

Council President Finkler called the meeting to order at 6:30pm. The following members were present: Council President Molly Finkler, Alderperson Michael Lawson, Alderperson Marcus Meier, Alderperson Trina Reid, Alderperson Amy Roelke and Alderperson Ryan Rostad. Mayor Joe Hammer was excused.

Notice of Open Meeting:

Noted as posted.

Approval of Agenda

Motion made by Alderperson Rostad, Seconded by Alderperson Meier to approve the agenda. Motion carried on a unanimous voice vote.

Public Comment:

None.

New Business

1. Discussion of City of Columbus Merit Pay Policy:

Finance Director, Kendra Riddle shared the proposed Merit Pay Policy which is designed to reward sustained high performance, achievement of strategic goals and demonstration of City values by our employees; strengthen accountability and service quality for our residents; support market competitiveness and retention and promote fairness, consistency and fiscal responsibility. Also, since this program was not in place yet for employees' 2025 evaluations, staff decided to base merit on an average of employee's scores, using a 1, 2, 3 rating scale. Employees would have to receive a 2.5, or higher, average in order to qualify for the Merit Pay Program this year. Administrator Amundson added that once Department Heads make recommendations, they would be brought to Council for review via a closed session discussion for direction. For 2026 evaluations, merit would be based on employees meeting or exceeding their smart goals.

After Committee members reviewed and discussed the policy, they asked staff to rework the criteria for merit increase and bonuses and bring back to council at the February 3, 2026, Common Council meeting. Alderperson Meier also requested the effect the Merit Pay Policy has on the budget.

2. Discussion regarding Pickleball Courts at Fireman's Park and Task Order 2026-02 with Ruekert-Mielke:

Amundson shared he has met with the Columbus Country Club Board of Directors, and they view the addition of the pickleball courts as an amenity to the park and their facility. As part of the planning process, staff will begin working with the Club on an amendment to remove the designated court area from the Club's leased area and include a 10-year extension to the existing lease agreement. Any amendments or extension would be brought forward to Council for formal consideration. The expense of the Ruekert-Mielke Task Order would be pulled from the budgeted engineering funds. Additional funding will be needed in order to complete this project. Committee members agreed to move forward to the January 20, 2026, Common Council meeting.

3. Discussion regarding 2026 Borrowing:

Finance Director, Riddle shared that the borrowing resolutions are for the 2026/2027 Capital Projects and are divided into City and Utilities. The intent to reimburse expenditures from proceeds of borrowing for the city amount to \$5,332,937, while the utilities portion is \$7,239,715. Ehlers will be attending a council meeting in March 2026 with their annual presentation. Committee agreed to move forward to the January 20, 2026, Common Council meeting.

Adjourn

Motion made by Alderperson Roelke, Seconded by Alderperson Meier to adjourn at 7:13pm. Motion carried on a unanimous voice vote.



Common Council Meeting Minutes

Tuesday, January 20, 2026 at 6:35 PM

Columbus City Hall – 105 N. Dickason Boulevard

Roll Call

In the absence of Mayor Hammer, President Finkler called the meeting to order at 7:14pm. Members present included: Council President Molly Finkler, Alderperson Michael Lawson, Alderperson Marcus Meier, Alderperson Trina Reid, Alderperson Amy Roelke and Alderperson Ryan Rostad. Mayor Joe Hammer was excused.

Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Notice of Open Meeting

Noted as posted.

Approval of Agenda

Motion made by Alderperson Rostad, Seconded by Alderperson Meier to approve the agenda with removal of Item #3: Consider and take action on City of Columbus Merit Pay Policy. Motion carried on a unanimous voice vote.

Public Comment

None.

Department Reports for File included CAEMS (12-2025), CED (12-2025), Fire (10-2025, 11-2025, and 12-2025), Library (12-2025), Police (12-2025), and Recreation (12-2025).

Consent Agenda

Motion made by Alderperson Meier, Seconded by Alderperson Rostad to approve the Consent Agenda which included the Committee of the Whole and Common Council Meeting Minutes of 01/06/2026. Motion carried on a unanimous voice vote.

New Business

3. ~~Consider and take action on City of Columbus Merit Pay Policy (CoW 01/06/26):~~

Removed from agenda. No action taken.

4. Consider and take possible action on Task Order 2026-01 with Ruekert Mielke for trail design in an amount not to exceed \$17,585 (PS 1/12/26):

Motion made by Alderperson Roelke, Seconded by Alderperson Meier to approve Task Order 2026-01 with Ruekert-Mielke for Trail Design in an amount not to exceed \$17,585. Alderperson Lawson questioned about the easement documentation. An amended Motion was made by Alderperson Roelke, Seconded by Alderperson Meier to add the verbiage of "Development of property legal descriptions or easement documents beyond those listed in the scope above" under Task Order 2026-01, Item 4.A. Motion carried in a 6-0 Roll Call vote. Voting Yea: Council President Finkler, Alderperson Lawson, Alderperson Meier, Alderperson Reid, Alderperson Roelke, and Alderperson Rostad.

5. Consider and take possible action on Task Order 2026-02 with Ruekert-Mielke for Pickleball Court Design in an amount not to exceed \$46,331:

Motion made by Alderperson Meier, Seconded by Alderperson Rostad to approve Task Order 2026-02 with Ruekert-Mielke for Pickleball Court Design in an amount not to exceed \$46,331. Motion carried on a 6-0 Roll Call vote.

Voting Yea: Council President Finkler, Alderperson Lawson, Alderperson Meier, Alderperson Reid, Alderperson Roelke, and Alderperson Rostad

6. Consider and take action on Resolution 2-26: Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing in the City of Columbus, Wisconsin - City (CoW 01/20/26):

Motion made by Alderperson Rostad, Seconded by Alderperson Meier to adopt Resolution 2-26: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing in the City of Columbus, Wisconsin - City. Motion carried on a unanimous voice vote.

7. Consider and take action on Resolution 3-26: Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing in the City of Columbus, Wisconsin - Utilities (CoW 01/20/26):

Motion made by Alderperson Rostad, Seconded by Alderperson Meier to adopt Resolution 3-26: Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing in the City of Columbus, Wisconsin - Utilities. Motion carried on a unanimous voice vote.

8. Consider and take action on claims in the amount of \$3,013,943.54:

Motion made by Alderperson Meier, Seconded by Alderperson Rostad to approve payment of the claims in the amount of \$3,013,943.54. Motion carried on a 6-0 Roll Call vote. Voting Yea: Council President Finkler, Alderperson Lawson, Alderperson Meier, Alderperson Reid, Alderperson Roelke, and Alderperson Rostad.

Report of City Officers – City Administrator, Mayor

Amundson announced that there will be two Public Information Meetings on Tuesday, January 27, 2026. The first one will begin at 3:30pm in the Council Chambers for the Tower Drive Reconstruction project. Representatives from Wisconsin DOT will be on hand for the presentation and an open house. The second meeting will follow at 6:30pm at the Columbus High School and will be about the proposed Public Safety Building. This will be an informal opportunity for the public to provide input on key features, aesthetics and aspirations. City Leaders and project representatives will be on hand to share details, answer questions and listen to feedback.

Convene to Closed Session

Motion made by Alderperson Rostad, Seconded by Alderperson Meier to convene into Closed Session at 7:24pm, with an ask to have Chief Weiner, Recreation Director Meyers, Finance Director Riddle and Human Resources Generalist Schlagel stay for their relevant discussions regarding §19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically the salary ranges for the Police Department Administrative Manager, Community Center Manager, and Public Works Director.

In addition, motion included convening into Closed Session per § 19.85(1)(g) to confer 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 regarding a former employee. Motion carried by a 6-0 Roll Call vote. Voting Yea: Council President Finkler, Alderperson Lawson, Alderperson Meier, Alderperson Reid, Alderperson Roelke, and Alderperson Rostad.

Reconvene to Open Session

Motion made by Alderperson Roelke, Seconded by Alderperson Meier to reconvene into Open Session at 8:08pm. Motion carried on a unanimous voice vote.

Adjourn

Motion made by Alderperson Rostad, Seconded by Alderperson Meier to adjourn at 8:08pm. Motion carried on a unanimous voice vote.

License(s) Requested	Fees	
	<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$ 10.00

Part A: Organization Information			
1. Organization Name Oddfellows Tri-County Lodge #40			
2. Organization Permanent Address 131 W. James St			
3. City Columbus		4. State WI	5. Zip Code 53925
6. Mailing Address (if different from permanent address)			
7. FEIN 26-1660831		8. Date of Organization/Incorporation 12/15/2007	
		9. State of Organization/Incorporation WI	
10. Phone (920) 410-0246		11. Email gkwestlake@gmail.com	
12. Organization type (check one)			
<input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input checked="" type="checkbox"/> Lodge/Society <input type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.			
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
14. Wisconsin Seller's Permit Number (if applicable)			

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.			
Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).			
Last Name	First Name	Title	Phone
Westlake	Glenn	President	920-410-0246
Hanuszcak	Jesse	Vice President	608-609-6915
Lenz	Rick	Treasurer	608-520-4395
Hoeft	Casey	Secretary	920-350-2828
Lindsey	Adam	Financial Secretary	608-479-1346

Continued →

Form
AB-220

Temporary Alcohol Beverage License

Municipality

CITY OF COLUMBUS

Item #3.

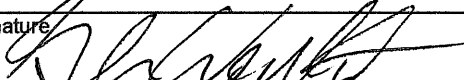
License(s) Requested	Fees	
	<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
	Background Check	\$
	Total Fees	\$ 10.00

Part A: Organization Information		
1. Organization Name Oddfellows Tri-County Lodge #40		
2. Organization Permanent Address 131 W. James St		
3. City Columbus	4. State WI	5. Zip Code 53925
6. Mailing Address (if different from permanent address)		
7. FEIN 26-1660831	8. Date of Organization/Incorporation 12/15/2007	9. State of Organization/Incorporation WI
10. Phone (920) 410-0246	11. Email gkwestlake@gmail.com	
12. Organization type (check one)		
<input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input checked="" type="checkbox"/> Lodge/Society <input type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.			
Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).			
Last Name	First Name	Title	Phone
Westlake	Glenn	President	920-410-0246
Hanuszcak	Jesse	Vice President	608-609-6915
Lenz	Rick	Treasurer	608-520-4395
Hoeft	Casey	Secretary	920-350-2828
Lindsey	Adam	Financial Secretary	608-479-1346

Continued →

Part C: Event Information			Item #3.
1. Name of Event (if applicable) Oddtoberfest 2026			
2. Dates of Operation 09/26/2026		3. Hours of Operation 12:00-10:00PM	
4. Premises Address 1049 Park Ave			
5. City Columbus		6. State WI	7. Zip Code 53925
8. County Columbia		9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of Columbus	
10. Aldermanic District		11. Organizer of Event (if not the named applicant) Glenn Westlake	
12. Email and/or Phone Number for Organizer of Event 920-410-0246		13. Organizer Website	
14. Event Website		15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Firemans' Park Pavilion, entire building and parking lot area	

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
<p>READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.</p>			
Last Name Westlake		First Name Glenn	
M.I. C		Title President	
Email gkwestlake@gmail.com		Phone 920-410-0246	
Signature 		Date 1-21-2026	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 1-21-2026	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	



Agenda Item Report

Meeting Type: Committee of the Whole & Council

Meeting Date: February 3, 2026

Item Title: Discussion regarding Ordinance No. 812-26: To Repeal Sec. 2-286 of the City Code of Ordinances Concerning the Recreation Committee and Sec. 2-311 Concerning the Community Center Committee and Recreating Sec. 2-286 to Recreate the Recreation Committee.

Submitted By: Matt Amundson, City Administrator

Detailed Description of Subject Matter:

The City Attorney has drafted the attached ordinance that eliminates the Community Center Committee. The intent is for the Recreation Committee to have oversight for the programming related to the community center and that the Public Spaces Committee be responsible for the facility.

List all Supporting Documentation Attached:

Draft Ordinance

Action Requested of Council:

Consider and take action on Ordinance No. 812-26

Strategic Plan Objective(s):

None

CITY OF COLUMBUS

ORDINANCE NO. 812-26

AN ORDINANCE TO REPEAL SECTION 2-286 OF THE CITY CODE OF ORDINANCES CONCERNING THE RECREATION COMMITTEE AND SECTION 2-311 OF THE CITY CODE OF ORDINANCES CONCERNING THE COMMUNITY CENTER COMMITTEE AND RECREATING SECTION 2-286 TO RECREATE THE RECREATION COMMITTEE

The Common Council of the City of Columbus, Columbia County, Wisconsin does hereby ordain as follows:

- 1. Sec. 2-286 as created by Ordinance 799-25 is repealed.
2. Sec. 2-311 as created by Ordinance 799-25 is repealed. The terms of the existing members of the Community Center Committee are hereby terminated immediately.
3. Sec. 2-286 concerning the Recreation Committee is recreated to now read as follows:
(a) The Recreation Committee is established for the purpose of providing community residents with a resource for communicating with their peers and elected representatives concerning City recreation programs, and the programs offered by the City Community Center. The Committee shall advise the Council, the Recreation Director, and the Community Center Manager in matters of particular concern and impact to residents in the City of Columbus concerning recreation programs, and programs and activities at the Columbus Community Center.
4. Severability. Each section, paragraph, sentence, clause, word, and provision of this Section is severable, and if any such provision shall be held unconstitutional or invalid for any reason, such decision(s) shall not affect the remainder of the ordinance nor any part thereof other than that affected by such decision.
5. Effective Date. This Ordinance shall take effect immediately upon its passage and posting as required by law.

Adopted this ____ day of _____, 2026.

CITY OF COLUMBUS

By: _____
Joseph Hammer, Mayor

By: _____
Susan L. Caine, Clerk

City of Columbus Merit Pay Policy

1) Purpose

The City of Columbus will use merit pay to:

- Reward sustained high performance, achievement of strategic goals, and demonstration of City values.
- Strengthen accountability and service quality for residents.
- Support market competitiveness and retention.
- Promote fairness, consistency, and fiscal responsibility.

2) Scope

This policy applies to:

- **Non-represented employees** (regular full-time/part-time).
- **Represented employees** only if merit compensation is expressly allowed under applicable labor agreements and administered in accordance with the contract.

Exclusions: Seasonal/temporary employees; elected officials; volunteers; interns; employees on performance improvement plans (PIP) who have not met plan requirements by the evaluation cutoff date.

3) Guiding Principles

1. **Performance-Based:** Merit pay is awarded based on documented results and behaviors, not tenure alone.
2. **Equitable & Consistent:** Ratings, calibration, and payouts follow standardized criteria.
3. **Transparent:** Employees know expectations, rating standards, timelines, and how merit is calculated.
4. **Budget-Disciplined:** Merit awards operate within Council-approved funding and fiscal constraints.
5. **Legally Compliant:** Adheres to Wisconsin law, federal law (FLSA, EEOC), and open records requirements.
6. **Market-Aware:** Integrates with the City's compensation structure and market pay analysis.

4) Definitions

- **Merit Pay:** Compensation awarded based on performance (base salary adjustment and/or lump-sum bonus).
- **Merit Matrix:** A table linking performance ratings and compa-ratio (pay vs. midpoint) to recommended award levels.
- **Compa-Ratio:** Employee's base pay divided by the pay range midpoint (e.g., 0.95 = 95% of midpoint).
- **Calibration:** A structured review ensuring rating consistency across departments.
- **Performance Cycle:** Annual period used for setting goals, monitoring, and evaluating performance.

5) Eligibility

To be eligible for merit consideration, an employee must:

- Complete **6 months** of service in the current role before the evaluation cutoff date.
- Have no active **disciplinary actions** in the last 6 months (unless explicitly waived by the City Administrator for exceptional improvement).
- Complete required **training** and compliance activities.
- Have an approved **performance plan** (goals/KPIs) on file by March 31 of the cycle year.

Employees on a development plan may be eligible only if they have met plan requirements by the evaluation cutoff date and have at least a “Meets Expectations” rating.

All employee evaluations are done utilizing the PERFORMANCE software via NeoGov.

6) Performance Management Cycle & Timeline (Calendar-Year Fiscal)

- **Feb-Mar:** Goal setting & performance plan finalization (SMART goals aligned to Strategic Objectives).
 - **Apr-Dec:** Quarterly check-ins; coaching and documentation.
 - **Jan-Feb:** Supervisor evaluations; **Calibration** meetings; Citywide consistency checks.
 - **Mar-Apr:** Final ratings due; merit recommendations compiled.
 - **May-June:** merit notifications issued; awards effective with first payroll in July (unless otherwise specified).
-

7) Performance Ratings (Standardized Scale)

- **3 – Exceeds Standards:** Often exceeds goals; strong results and behaviors.
- **2 – Meets Standards:** Fully meets goals and City values; reliable and competent performance.
- **1 – Does Not Meet:** Falls short of expectations; significant improvement required.

Ratings must be evidence-based, using documented goals, metrics, work samples, service measures, and feedback. Supervisors must provide narrative justification and attach supporting documentation.

8) Merit Award Structure

8.1 Components

- **Base Adjustment:** Ongoing increase to base salary.
- **Lump-Sum Bonus:** One-time payment; does not change base salary (used when pay is at/above range midpoint or to maintain internal equity).

8.2 Merit Budget

- The city will set an annual **merit pool**, separate from cost-of-living adjustments (COLA). Council authorizes the pool during budget adoption.

8.3 Merit Matrix (Example)

Use both **rating** and **compa-ratio** to steer awards. The City Administrator/Human Resources may refine percentages annually.

Your Rating

☆ Exceeds

☑ Meets

Increase/Lump-Sum Bonus

Increase/Lump-Sum Bonus
Recommended

Increase/Lump-Sum Bonus Considered

Amounts provided subject to change based on budgetary needs of the city

Notes:

- If an employee is **above midpoint** (> 1.00 compa-ratio), favor **lump-sum** to prevent compression.
- If an employee is **below midpoint**, favor **base adjustments** to move toward market competitiveness.
- Departments may propose exceptions only with **written justification** and City Administrator approval to ensure equity.
- For 2025 Reviews and Merit Pay:
Because KPI's have not been defined for 2025, I suggest that we award merit pay based on 2025 performance reviews.
For Meets Expectations raises: an employee may not have any 1's on their performance review (only 2's or higher)
For Exceeds Expectations: an employee may not have any 1's on their performance review and must have an average of 2.5 or higher

9) Goal & KPI Design

Each employee's plan will include **3–5 SMART goals** drawn from:

- **Operational excellence:** e.g., service response times, permit turnaround, preventive maintenance completion rates.
- **Financial stewardship:** e.g., grants secured, cost savings, audit findings resolved.
- **Community impact:** e.g., program participation, customer satisfaction ratings.
- **Compliance & safety:** e.g., training completion, incident reductions, OSHA adherence.
- **People/leadership:** e.g., team development, cross-department collaboration, DEI initiatives within legal bounds.

Supervisors must specify **measures, targets, data sources, and weightings** (e.g., 25% service, 25% financial, 20% compliance, 15% community, 15% people).

10) Calibration & Review

- **Department-Level Calibration:** Supervisors present draft ratings and rationales; reconcile inconsistencies.
- **Citywide Calibration:** HR/City Administrator review distributions and equity across departments.
- **Controls:** Identify rating inflation/deflation, ensure documentation quality, confirm alignment with budgets.

11) Award Approval & Communication

1. Supervisors submit merit recommendations.
 2. HR validates eligibility, compa-ratio, pay range, and internal equity; City Administrator reviews and presents to Council in closed session where direction is provided to the City Administrator.
 3. HR communicates awards to employees with a **Merit Notification Letter** including rating, award type (base/lump-sum), percentage, amount, effective date, and brief rationale tied to documented achievements.
 4. Individual ratings and payroll changes are **public records** subject to Wisconsin Open Records Law; HR will handle requests in compliance with applicable exemptions and privacy redactions.
-

12) Appeals & Resolution

- Employees may file a **written appeal** within **10 business days** of notification, limited to:
 - Procedural errors (e.g., missing documentation, misapplied matrix).
 - Factual errors in performance evidence.
 - **Process:** Appeal → HR review → City Administrator final decision within **20 business days**.
 - Appeals do **not** guarantee changes to ratings or awards and must be substantiated.
-

13) Interaction with COLA, Market, and Promotions

- **COLA:** Applied separately to maintain purchasing power; not performance based.
 - **Promotions/Reclassifications:** Governed by classification plan; merit may still apply for periods worked in prior role.
-

14) Compliance & Risk Management

- **FLSA:** Ensure non-exempt overtime calculations are based on correct regular rate; lump-sum bonuses may affect overtime rate for the period.
 - **EEOC/Title VII/ADA/ADEA:** Ratings and awards must be free from discrimination.
 - **Wisconsin Law (Act 10 & labor contracts):** Merit for represented employees must conform to contract language; otherwise apply to non-represented staff only.
 - **Open Records:** Treat performance documents as records; apply statutory exemptions and privacy redactions where applicable.
 - **Data Integrity:** Maintain audit trails; store documentation per records retention schedules.
-

15) Funding Controls & Oversight

- Council approves the **annual merit pool** during budget adoption.
 - City Administrator/HR ensure payouts do not exceed the pool.
 - Council makes final determinations on any and all increases in compensation.
-

16) Training

- **Supervisors:** Mandatory annual training on goal setting, feedback, rating standards, documentation, calibration, and legal considerations.

- **Employees:** Orientation to the performance cycle, expectations, and how merit works.

17) Policy Review & Continuous Improvement

- **Annual review** by HR/City Administrator to adjust the merit matrix, KPIs, and processes.
- Solicit feedback via post-cycle surveys and incorporate lessons learned.
- Conduct periodic **pay equity analyses** to ensure fairness across gender, race/ethnicity, and age within legal constraints.

Optional Add-On: Spot Awards (One-Time Recognition)

If the City wishes to add **Spot Awards**, adopt a companion mini-policy enabling small, immediate lump-sum recognition (e.g., \$250–\$750) for extraordinary contributions, with controls (quarterly cap, documentation, HR approval).

Department KPI Examples

Public Works

- Complete 95% of scheduled pothole repairs within 5 business days of report.
- Achieve 100% compliance with snow route clearance within 8 hours of snowfall end.
- Maintain 90% fleet availability for operational needs.
- Zero preventable accidents during snow/ice operations.

Utilities

- Maintain compliance with all DNR water testing standards (100% pass rate).
- Respond to water main breaks within 2 hours of notification.
- Complete 95% of scheduled hydrant flushing and valve inspections annually.
- Resolve billing inquiries within 3 business days.

Police (non-sworn)

- Process 100% of incident reports within 24 hours of submission.
- Fulfill public records requests within statutory timelines.
- Ensure 100% completion of annual CJIS security training.
- Achieve 90% positive feedback on public interactions.

Library

- Increase program participation by 10% year-over-year.
- Maintain a circulation-to-hold ratio of at least 3:1.
- Grow e-book and digital resource usage by 15%.
- Achieve 95% positive ratings on patron surveys.

Administration

- Submit annual budget with less than 1% variance from adopted figures.

- Secure at least 2 new grants or funding sources annually.
- Deliver agenda packets 5 days before meetings 100% of the time.
- Conduct quarterly check-ins and achieve 90% completion rate.

Finance

- Deliver proposed annual budget by statutory deadlines.
- Achieve zero material findings in annual financial audit.
- Process 95% of vendor invoices within 30 days of receipt.
- Maintain property tax collection rate of 98% or higher by January 31.

Parks & Recreation

- Increase recreation program enrollment by 10% compared to prior year.
- Complete 95% of scheduled park and facility inspections on time.
- Achieve 90% positive feedback from participants in City-sponsored events.
- Meet or exceed annual revenue goals for programs and facility rentals.

Clerk's Office

- Publish 100% of Council agendas at least 5 days before meetings; finalize minutes within 10 business days.
- Process 95% of license/permit applications within statutory timelines.
- Achieve 100% compliance with Wisconsin election laws and deadlines.
- Fulfill public records requests within statutory timelines.

2026 Wage Scale

2026 Wage Scale
Adopted by Council 1/6/2026

Pay Grade	Title	Min	Mid	Max	2026	
1	Police Clerk/FD Admin Asst	\$20.53	\$25.67	\$30.80	23.09	Below Mid
	Admin & Billing Clerk (Finance)				23.46	Below Mid
	Utility Billing Clerk				24.87	Below Mid
	Senior Center Manager				26.92	Above Mid
2	Maint Worker II (4)	\$21.95	\$27.44	\$32.93	27.79	Above Mid
	Recreation & Aquatics Asst				27.33	Below Mid
	Deputy Treasurer				27.92	Above Mid
	PD Administrative MGR				26.58	Below Mid
3	Communications & Econ Dev Coord	\$26.89	\$33.61	\$40.33	28.91	Above Mid
	Maint Worker I (2)				28.91	Below Mid
	Wastewater Operator B (3)				32.12-32.41	Below Mid
	Water Operator				35.90	Above Mid
4	Utility Accounting Clerk	\$28.54	\$35.68	\$42.82	33.26	Below Mid
	HR Generalist				31.70	Below Mid
	Recreation Director				30.65	Below Mid
	City Clerk				35.99	Above Mid
5	Lead Water Operator	\$33.66	\$42.08	\$50.49	41.09	Above Mid
	Wastewater Operator A				41.09	Above Mid
	Public Works Director				42.20	Above Mid
	Community/Economic Dev Director				43.15	Above Mid
6	Finance Director	\$36.48	\$45.60	\$54.72	46.13	Above Mid
	Lieutenant (2)				46.81	Above Mid
	Lineman (3)				54.66	Above Mid
	Utility Business Manager				49.57	Above Mid
7	Police Chief	\$44.88	\$56.10	\$67.32	54.36	Below Mid
	Lead Lineman				56.54	Above Mid
	Utility Director				59.13	Above Mid
8	City Administrator	\$46.89	\$58.61	\$70.33	63.45	Above Mid

Note: Library positions are not included as Library Board controls staff wages

Note: Union positions of the Police Department are not included as wages are negotiated via collective bargaining



Agenda Item Report

Meeting Type: Committee of the Whole/Common Council

Meeting Date: February 3, 2026

Item Title: Review revised job descriptions for Police Clerk and Administrative Manager at Police Department and approve posting for the vacancy.

Submitted By: Dennis Weiner, Chief of Police

Detailed Description of Subject Matter:

Following the recent vacancy of the Public Safety Clerk (32 hours per week police/8 hours per week fire), discussions were held and a decision was made to separate those hours and duties and reassign them accordingly.

The fire department related duties, associated with this position were absorbed by city hall staff upon the vacancy occurring, and it is anticipated that these responsibilities will continue to be handled in that manner.

Attached is an updated job description for the Police Clerk, which was the previous title prior to the creation of the combined Public Safety Clerk role many years ago by the previous Fire and Police Chiefs. This position will now report directly to a Lieutenant. The Administrative Manager job description has been amended to reflect removal of supervisory responsibilities over the Police Clerk.

Based on a review of duties, we believe that Police Clerk duties can be effectively completed within 30 hours per week and we would like to move forward on recruitment for that position.

List all Supporting Documentation Attached:

Job description for Police Clerk

Amended job description for Administrative Manager.

Action Requested of Council:

Discuss and approve revised job descriptions for the Police Clerk, Administrative Manager, and approve recruitment for a 30 hour per week Police Clerk.

Job Description

Police Clerk

Class Title:	Police Clerk	Job Code Number:	
Department:	Police	Grade Number:	
Division:	Support Services	Union:	No
Date:	Approval pending by City Council	Location:	Police Dept.

GENERAL PURPOSE:

Performs a variety of clerical, secretarial, and administrative work in keeping official records and providing administrative support to the police department and command staff.

SUPERVISION RECEIVED

Works under the direct supervision of a Lieutenant with supplemental supervision from the Chief of Police as needed. May report directly to the police chief at times.

SUPERVISION EXERCISED

None

ESSENTIAL DUTIES AND RESPONSIBILITIES-POLICE DEPARTMENT:

- Answers and operates telephone system, routes callers, or provides information as required.
- Handle citizen requests for police services or information in a courteous and efficient manner and properly record all pertinent information following written procedures.
- Promptly and efficiently assigns calls for service or other tasks a needed to officers for handling.
- Operates office machines as required, contacts contractors for repairs of office equipment as needed.
- Composes, types, and edits correspondence, and other material requiring judgment as to content, accuracy, and completeness.
- Transcribes audio recorded or dictated official police reports in an efficient and accurate manner, following policies set forth by the Chief of Police.
- Data entry and data processing of records into the police records management systems.
- Maintain police department filing system according to policy.
- Prepare court schedules, dockets, and prosecution requests following departmental written procedures and requests from the courts or prosecutors.
- Compile and process vehicle accident reports and determine criteria to transmit electronically to the Wisconsin Department of Transportation.
- Process electronic citations and transmit them electronically to the municipal court interface as well as the Wisconsin Department of Transportation.
- Process electronic traffic warnings issued to motorists. Monitor return of corrected equipment defect warnings and forward those not returned as corrected to the officer for citation consideration.
- Processes records requests from public, insurance companies, attorneys, other agencies, etc.
- Observe and maintain the confidentiality of department information and activities.

- Maintains work area and equipment in clean and working condition.
- Operates police radio as needed and assists in radio communications; operates base radio as required.
- Monitor the entrance of personnel into authorized only areas.
- Monitor building video security systems.
- Assist with time card and payroll process.
- Assist with the distribution of postal and intradepartmental mail.
- Prepares documents, forms or letters for mailing.
- Other administrative and/or clerical duties as directed or assigned.
- Works on special projects as assigned by the Police Chief or Lieutenant's that may arise.
- Assists with duties of the Administrative Manager as needed or during their absence.

PERIPHERAL DUTIES

- Assists in training new employees.
- Attending/participating/assisting with department specific special events.
- Assist other city departments with approval of the Chief of Police.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- Graduation from a high school or GED equivalent with specialized course work in general office practices such as typing, filing, payroll, accounting and/or bookkeeping; and
- Two (2) years of increasingly responsible related experience, or any equivalent combination of related education and experience.

Necessary Knowledge, Skills, and Abilities:

- Working knowledge of computers and electronic data processing.
- Working knowledge of modern office practices and procedures;
- Working knowledge of the organization, functions, powers, policies, and procedures of the Columbus Police and Departments.
- Knowledge of accounting principles and practices;
- Knowledge of the City of Columbus streets, locations, parks, businesses, and other important landmarks and features.
- Skill in operation of office tools, equipment and computer programs;
- Ability to perform multiple duties at one time as needed (multi-tasking).
- Ability to adapt to the changing technology and willingness to learn new skills and procedures.
- Ability to get along with all department employees
- Ability to understand and follow written and verbal instructions
- Ability to effectively meet and deal with the public;
- Ability to communicate effectively verbally and in writing;
- Ability to handle stressful situations and meet deadlines in a timely manner;
- Ability to type a minimum of 45 wpm.

PREFERRED SPECIAL REQUIREMENTS

Knowledge of Spillman law enforcement records management software and other police department related programs, including TRACS.

Familiarity with Microsoft Office programs such as Outlook, Word and Excel.

TOOLS AND EQUIPMENT USED

Multi line phone system; multi-screen desktop computer, including printer, copy machine; fax machine; documents scanner; base radio; calculator.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; stand, use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT

The hours of work are set by the Police Chief and could include week-ends, nights and some holidays. Subject to call-in for priority reports as well. The department specific work load may vary from day-to-day.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment is usually quiet to moderate, but could include short durations of louder noise levels.

Most work is performed indoors, but could include occasional periods of work in an outdoor setting.

MISCELLANEOUS

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The City of Columbus is an Equal Opportunity Employer (EOE).

ACKNOWLEDGEMENT

I acknowledge that I have read the job description and requirements for the Public Safety Clerk position and I certify that I can perform these functions.

Employee Signature

Date



POSITION DESCRIPTION

Class Title: Administrative Manager
Department: Police
Location: Police Department
FLSA Status: Non-Exempt
Updated: February 2026

GENERAL PURPOSE

Performs a variety of routine and complex clerical, supervisory and administrative work in the day-to-day operations of the Police Department.

SUPERVISION RECEIVED

Works under the supervision of the Chief of Police.

SUPERVISION EXERCISED

Exercises supervision over the crossing guard staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

May assign work to achieve specific goals or projects, trains, evaluates and reviews progress and directs changes as needed.

Responds to citizens and assists as needed to complete any request for information in a timely manner.

Receives and handles telephone and computer messages.

Takes part in the hiring process of crossing guard staff.

Maintains schedule for clerical and crossing guard staff.

Prepares bi-weekly payroll for all police department employees.

Transcribes dictated confidential reports and oversees the completion of all other dictated reports and documents for the day-to-day operations of the police department.

Handles citizen requests for police services.

Handles open records request for police records.

Maintains petty cash accounts.

Processes all department invoices and ensures they are completed by the due dates.

Serves as Notary Public.

Assists the Chief of Police and other command staff with assigned projects when requested.

Observes and maintains confidentiality of all department information and activities.

Handles background checks for all city departments.

Assists in the yearly budget process.

Monitors the entrance of authorized personnel into secure area.

Prepares required monthly IBR (Incident Based Reporting) and UFAD (Use of Force and Arrest related Death) reports and ensures they are submitted timely to the state.

Handles all aspects of parking tickets, including sending late letters and registration suspensions with the state.

Maintain inventory of office and various other supplies and reorder as necessary.

Serves as administrator and validation officer for TIME system.

Assists with planning and coordinating special events the department participates in.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES

Working knowledge of the principles and practices the police department; extensive knowledge of office practices and procedures; thorough knowledge of modern records management techniques, including legal requirements for recording, retention and disclosure.

Skill in operation of the listed tools and equipment.

Ability to accurately record and maintain records; ability to establish and maintain effective working relationships with employees, other departments, officials and the public; ability to communicate effectively verbally and in writing; ability to plan, organize and supervise clerical workers and assigned staff.

Working knowledge and understanding of legal and municipal resources.

Maintain ability to travel throughout the City for meetings and trainings.

Maintain prompt, predictable, and regular physical attendance.

Knowledge of Columbus streets, parks and businesses to assist citizens as needed.

QUALIFICATIONS

An associate's degree in clerical, secretarial and an administrative field; or

Two (2) years of increasingly responsible related experience, or any equivalent combination of related education and experience.

A combination of education and progressively responsible experience will be considered.

TOOLS AND EQUIPMENT USED

Multi-line phone system; personal computer including word processing and spreadsheet software; police department specific software; copy machine; police radio; fax machine; calculator.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The noise level in the work environment is usually moderately quiet.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The City of Columbus is an Equal Opportunity Employer (EOE)

ACKNOWLEDGEMENT

I acknowledge that I have read the job description for my employment position with the City of Columbus, and I certify that I can perform these functions.

Employee Name – Please Print

Employee Signature

Date



Agenda Item Report

Meeting Type: Committee of the Whole & Council

Meeting Date: February 3, 2026

Item Title: Authorization to fill the vacant Maintenance II position at Public Works
Submitted By: Matt Amundson, City Administrator

Detailed Description of Subject Matter:

Bob Benisch recently accepted a position with Columbia County leaving a vacancy within the public works maintenance staff. Staff is seeking permission to move forward with recruitment to fill this vacancy.

List all Supporting Documentation Attached:

n/a

Action Requested of Council:

Authorize filling the vacant Public Works Maintenance II staff position



Agenda Item Report

Meeting Type: Committee of the Whole & Council

Meeting Date: February 3, 2026

Item Title: Discussion regarding Task Order 2025-07 with Ruckert Mielke related to the 2025 Fireman's Park Culvert Removal

Submitted By: Matt Amundson, City Administrator

Detailed Description of Subject Matter:

This task order is regarding additional services incurred during the Fireman's Park project. Additional services from Ruckert Mielke were required to successfully complete the Fireman's Park effort including updated hydraulic modeling, the added ADA-compliant path west of 2nd Ward Creek connecting to the high school, and the post-project FEMA Letter of Map Revision (LOMR).

Ruckert Mielke has reviewed the extra effort expended and evaluated the additional effort needed for the LOMR, and have put together the attached task order to cover these services.

List all Supporting Documentation Attached:

Task Order 2025-07

Action Requested of Council:

Consider and take action on task order

Strategic Plan Objectives:

Objective 15 Enhance our focus on quality of life services.

This is Task Order No. 2025-07, consisting of 3 pages
 City of Columbus
 2025 Fireman's Park Culvert Removal – Additional Services

In accordance with the Agreement Amendment between City of Columbus (Owner) and Ruckert & Mielke, Inc. (Engineer) dated February 20, 2019, Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: 2025 Fireman's Park Culvert Removal - Additional Services
- B. Description: Additional services to complete the Fireman's Park project

Several unforeseen requirements arose during the Fireman's Park project that are critical for regulatory compliance and long-term community benefit. The Wisconsin DNR required additional hydraulic modeling to correct past modeling deficiencies and incorporate past completed projects, to ensure accurate floodplain mapping. Favorable construction bids allowed for expanded paths and accessible connections to the high school, improving safety and inclusivity. Updated modeling revealed floodway shifts, making a post-project Letter of Map Revision necessary to update flood maps across the park. These added services not only meet state requirements but also enhance connectivity, accessibility, and resilience for the community.

2. Services of Engineer

A – Pre-project hydraulic modeling

- Correct inaccuracies in existing regulatory model of how the Fireman's Park culvert was modeled
- Update model to incorporate the previous County daylighting/riprap project
- Obtain site specific survey data needed to model the revised WisDOT culverts at Farnham Street crossing of 2nd Ward Creek
- Update model to incorporate the previous WisDOT culvert replacement project at Farnham
- Update DNR permitting for previous removal of Poet Street Dam
- Prepare summary of modeling and report for DNR
- Respond to DNR comments

B – Additional path for west of 2nd Ward Creek and connection to the High School

- Path design meeting ADA
- Coordinate preliminary layout with City and High School and adjust based on feedback
- Prepare CAD drawings for final layout
- Prepare quantities and obtain cost estimates from contractor
- Provide surfaces to the contractor for use in GPS equipment
- Provide staking for path layout
- Additional construction observation and administrative effort for added scope

C – Letter of Map Revision

- Obtain as-built survey using drone and on the ground survey of the completed Fireman's Park project
- Update hydraulic modeling to reflect the as-built conditions
- Complete floodway modeling, delineation, and mapping (including Fireman's Park project, County project, and WisDOT project)
- Prepare a report summarizing floodplain modeling and delineation
- Prepare digital submission of modeling files, survey files, and report for FEMA
- Prepare FEMA MT-2 forms for a letter of map change
- Submit data to DNR and FEMA
- Respond to comments from FEMA and DNR (estimate of 8 hours)

3. Owner's Responsibilities

- A. Owner shall confirm meeting dates and attendance.
- B. Provide timely review of documents.
- C. Sign forms and pay permit fees. Please note we anticipate the FEMA LOMR fees will be \$8,000.

4. Times for Rendering Services

- A. Schedules are subject to change due to activities beyond the control of R/M.
The tentative schedule is as follows:

<u>Phase</u>	<u>Completion Date</u>
A	12/31/2025
B	12/31/2025
C	7/1/2026

B. Payments to Engineer

- A. Owner shall pay Engineer for services rendered as follows:

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Estimate of Compensation for Services</u>
Phase A - Pre-project Hydraulic Modeling	Time and Materials Not to Exceed	\$16,000
Phase B – Additional Path	Time and Materials Not to Exceed	\$5,700
Phase C – Letter of Map Revision	Time and Materials Not to Exceed	\$14,100
	TOTAL =	\$35,800

- B. The terms of payment are set forth in the Standard Terms and Conditions.

C. Documents Incorporated by Reference

Ruekert & Mielke, Inc. / City of Columbus Master Agreement

TASK ORDER

Item #8.

TASK ORDER NO. 2025-07
2025 Fireman's Park Culvert Removal
Between City of Columbus
and
Ruekert & Mielke, Inc.
Dated November 25, 2025

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement Amendment between Owner and Engineer, dated February 20, 2019, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is January 6, 2026.

OWNER:	ENGINEER:
City of Columbus	Ruekert & Mielke, Inc.
Signature: _____	Signature: _____
Name: _____	Name: <u>Jason P. Lietha, P.E.</u>
Title: _____	Title: <u>Senior Vice President</u>
Date: _____	Date: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: _____	Name: <u>Cory L. Horton, P.E.</u>
Title: _____	Title: <u>Office Manager/Project Manager</u>
Address: _____ _____	Address: <u>4630 S. Biltmore Lane</u> <u>Madison, WI 53718</u>
Email: _____	Email: <u>chorton@ruekert-mielke.com</u>
Phone: _____	Phone: <u>262-953-4142</u>



Agenda Item Report

Meeting Type: Committee of the Whole / Common Council Meetings

Meeting Date: February 3, 2026

Item Title: Date Change of the April 7, 2026, Committee of the Whole and Common Council meetings due to the Spring Election

Submitted By: Susan Caine, Clerk

Detailed Description of Subject Matter:

The 2026 Spring Election falls on a regular Council meeting day. Past practice has been to move the Council meetings to another date to allow the Clerk to attend both the meetings and the election. This year, the election will also be held in Council Chambers so the room will not be available for meetings on the Monday night prior.

List all Supporting Documentation Attached:

None.

Action Requested of Council:

Clerk Caine is respectfully requesting the Council meetings be moved to Wednesday, April 8, 2026 due to the Spring Election.



Agenda Item Report

Meeting Type: Common Council

Meeting Date: 2/3/2026

Item Title: Claims Packet
Submitted By: Kendra Riddle, Finance Director

Detailed Description of Subject Matter:

Claims from 1/15/206 to 1/28/2026 in the amount of \$354,238.28

List all Supporting Documentation Attached:

Claims Packet 1/15/2026 – 1/28/2026


Action Requested of Council:

Consider and take action on claims in the amount of \$354,238.28

CITY CLAIMS

THROUGH: 1/28/2026

PAYROLL MONTHLY LIABILITIES - ACH	\$	-
PAYROLL - PAYDATE 1/23/2026	\$	69,088.47
TOTAL PAYROLL	\$	69,088.47
ADMINISTRATION	\$	191,786.45
CABLE	\$	-
CAPITAL PROJECTS	\$	-
COMMUNITY CENTER	\$	100.00
COMMUNITY ECONOMIC DEVELOPMENT	\$	23,998.92
DEBT PAYMENTS	\$	-
FIRE DEPARTMENT	\$	8,457.84
HISTORIC LAND PRESERVATION	\$	-
LIBRARY	\$	24,642.40
MUNICIPAL COURT	\$	-
POLICE DEPARTMENT	\$	22,123.33
POOL	\$	-
PR ADMIN	\$	-
PUBLIC WORKS DEPARTMENT	\$	11,016.75
RECREATION	\$	2,409.12
REVOLVING LOAN FUND	\$	-
TAX INCREMENTAL FINANCIAL DISTRICT	\$	615.00
TOURISM COMMISSION	\$	-
TOTAL OPERATIONS	\$	285,149.81
TOTAL ALL CLAIMS:	\$	354,238.28



Kendra Riddle, Finance Director

1/28/26

Date

Pay Period Date	Journal Code	Check Issue Date	Check Number	Description	GL Account	Amount
01/18/2026	PC	01/23/2026	12326001		001-111000	-2,576.53
01/18/2026	PC	01/23/2026	12326002		001-111000	-1,522.75
01/18/2026	PC	01/23/2026	12326003		001-111000	-128.63
01/18/2026	PC	01/23/2026	12326004		001-111000	-1,443.82
01/18/2026	PC	01/23/2026	12326005		001-111000	-1,784.23
01/18/2026	PC	01/23/2026	12326006		001-111000	-2,315.37
01/18/2026	PC	01/23/2026	12326007		001-111000	-1,318.93
01/18/2026	PC	01/23/2026	12326008		001-111000	-2,475.52
01/18/2026	PC	01/23/2026	12326009		001-111000	-1,755.10
01/18/2026	PC	01/23/2026	12326010		001-111000	-1,356.21
01/18/2026	PC	01/23/2026	12326011		001-111000	-246.49
01/18/2026	PC	01/23/2026	12326012		001-111000	-1,863.29
01/18/2026	PC	01/23/2026	12326013		001-111000	-135.57
01/18/2026	PC	01/23/2026	12326014		001-111000	-1,825.18
01/18/2026	PC	01/23/2026	12326015		001-111000	-1,601.16
01/18/2026	PC	01/23/2026	12326016		001-111000	-241.17
01/18/2026	PC	01/23/2026	12326017		001-111000	-209.16
01/18/2026	PC	01/23/2026	12326018		001-111000	-123.24
01/18/2026	PC	01/23/2026	12326019		001-111000	-110.92
01/18/2026	PC	01/23/2026	12326020		001-111000	-1,999.24
01/18/2026	PC	01/23/2026	12326021		001-111000	-1,763.58
01/18/2026	PC	01/23/2026	12326022		001-111000	-246.17
01/18/2026	PC	01/23/2026	12326023		001-111000	-2,313.50
01/18/2026	PC	01/23/2026	12326024		001-111000	-1,032.15
01/18/2026	PC	01/23/2026	12326025		001-111000	-2,024.67
01/18/2026	PC	01/23/2026	12326026		001-111000	-221.85
01/18/2026	PC	01/23/2026	12326027		001-111000	-123.24
01/18/2026	PC	01/23/2026	12326028		001-111000	-3,093.18
01/18/2026	PC	01/23/2026	12326029		001-111000	-2,489.74
01/18/2026	PC	01/23/2026	12326030		001-111000	-1,466.36
01/18/2026	PC	01/23/2026	12326031		001-111000	-1,774.22
01/18/2026	PC	01/23/2026	12326032		001-111000	-1,599.67
01/18/2026	PC	01/23/2026	12326033		001-111000	-2,306.35
01/18/2026	PC	01/23/2026	12326034		001-111000	-266.06
01/18/2026	PC	01/23/2026	12326035		001-111000	-2,175.10
01/18/2026	PC	01/23/2026	12326036		001-111000	-1,675.67
01/18/2026	PC	01/23/2026	12326037		001-111000	-1,990.14
01/18/2026	PC	01/23/2026	12326038		001-111000	-1,552.98
01/18/2026	PC	01/23/2026	12326039		001-111000	-1,088.00
01/18/2026	PC	01/23/2026	12326040		001-111000	-313.80
01/18/2026	PC	01/23/2026	12326041		001-111000	-853.00
01/18/2026	PC	01/23/2026	12326042		001-111000	-744.77
01/18/2026	PC	01/23/2026	12326043		001-111000	-762.87
01/18/2026	PC	01/23/2026	12326044		001-111000	-274.63
01/18/2026	PC	01/23/2026	12326045		001-111000	-119.05
01/18/2026	PC	01/23/2026	12326046		001-111000	-163.02

Pay Period Date	Journal Code	Check Issue Date	Check Number	Description	GL Account	Amount
01/18/2026	PC	01/23/2026	12326047		001-111000	-1,983.51
01/18/2026	PC	01/23/2026	12326048		001-111000	-814.50
01/18/2026	PC	01/23/2026	12326049		001-111000	-1,362.90
01/18/2026	PC	01/23/2026	12326050		001-111000	-253.38
01/18/2026	PC	01/23/2026	12326051		001-111000	-1,097.90
01/18/2026	PC	01/23/2026	12326052		001-111000	-197.07
01/18/2026	PC	01/23/2026	12326053		001-111000	-1,552.66
01/18/2026	PC	01/23/2026	12326054		001-111000	-1,315.98
01/18/2026	PC	01/23/2026	12326055		001-111000	-373.22
01/18/2026	PC	01/23/2026	12326056		001-111000	-834.97
01/18/2026	PC	01/23/2026	12326057		001-111000	-373.22
01/18/2026	PC	01/23/2026	12326058		001-111000	-373.22
01/18/2026	PC	01/23/2026	12326059		001-111000	-373.22
01/18/2026	PC	01/23/2026	12326060		001-111000	-373.22
01/18/2026	PC	01/23/2026	12326061		001-111000	-343.22
Grand Totals:						-69,088.47
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Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
ADMINISTRATION							
	ASSOCIATED APPRAISAL	184539	PROFESSIONAL SERVICES - 2/2026	100-511540-211 ASSESSOR; CONTRACT SERVICES	02/01/2026	1,596.34	
Total ASSOCIATED APPRAISAL:						1,596.34	
	AT&T MOBILITY II LLC	28734817	CELL PHONES - ADMINISTRATOR & CLERK	100-511800-225 CITY HALL; TELEPHONE	01/07/2026	65.10	
	AT&T MOBILITY II LLC	28734817	MAYOR	100-511300-332 MAYOR; MILEAGE & EXP	01/07/2026	32.55	
	AT&T MOBILITY II LLC	28734817	CABLE	225-511220-225 CABLE TV; TELEPHONE	01/07/2026	32.55	
	AT&T MOBILITY II LLC	28734817	COLUMBUS UTILITIES (WILL REIMBURSE)	100-511800-225 CITY HALL; TELEPHONE	01/07/2026	38.57	
	AT&T MOBILITY II LLC	28734905	CELL PHONES - RECREATION	100-555200-225 RECREATION; TELEPHONE	01/07/2026	48.54	
	AT&T MOBILITY II LLC	28734905	POOL	215-555210-225 POOL FACILITY; TELEPHONE	01/07/2026	12.14	
	AT&T MOBILITY II LLC	28734905	WWTP (CU WILL REIMBURSE)	100-511800-225 CITY HALL; TELEPHONE	01/07/2026	30.34	
Total AT&T MOBILITY II LLC:						259.79	
	BAKER TILLY US LLP	BT344358	PROFESSIONAL SERVICES	100-511570-213 ACCTG; AUDIT & ACCTG FEES	12/29/2025	619.55	
Total BAKER TILLY US LLP:						619.55	
	BOARDMAN & CLARK LLP	2/2026	2/2026 RETAINER	100-511600-219 ATTORNEY; PFL SVCS RENDERED	01/27/2026	3,400.00	
	BOARDMAN & CLARK LLP	312113	GENERAL MATTERS	100-511600-219 ATTORNEY; PFL SVCS RENDERED	01/13/2026	2,600.00	
	BOARDMAN & CLARK LLP	312113	1400 PARK AVE	100-511600-219 ATTORNEY; PFL SVCS RENDERED	01/13/2026	525.00	
	BOARDMAN & CLARK LLP	312113	MUNICIPAL PROSECUTIONS	100-511600-212 ATTORNEY; MUNICIPAL PROSECUTIO	01/13/2026	2,288.00	
	BOARDMAN & CLARK LLP	312113	ORDINANCES	100-511600-219 ATTORNEY; PFL SVCS RENDERED	01/13/2026	750.00	
	BOARDMAN & CLARK LLP	312113	POLICE DEPT LEGAL SERVICES	100-522100-219 PD; PROFESSIONAL FEES	01/13/2026	125.00	
	BOARDMAN & CLARK LLP	312113	103 N LUDINGTON ST	205-561000-219 CDA; PROFESSIONAL FEES	01/13/2026	100.00	
	BOARDMAN & CLARK LLP	312113	TRASH/RECYCLING CONTRACT	230-511920-219 PFL SVCS; LEGAL SERVICES	01/13/2026	125.00	
	BOARDMAN & CLARK LLP	312113	CEMETERY LEGAL SERVICES	235-577800-570 CEMETERY; PROF/LEGAL SVCS	01/13/2026	1,125.00	
	BOARDMAN & CLARK LLP	312113	LESS RETAINER	100-511600-219 ATTORNEY; PFL SVCS RENDERED	01/13/2026	3,400.00	
Total BOARDMAN & CLARK LLP:						7,638.00	
	CITIES & VILLAGES MUTUAL IN	515	EMPLOYMENT LAW & HR CLASS - HR	100-511560-191 TREASURER; TRAINING	01/15/2026	100.00	
	CITIES & VILLAGES MUTUAL IN	515	EMPLOYMENT LAW & HR CLASS - FINANCE DIRECTOR	100-511350-190 ADMINISTRATOR; TRAINING	01/15/2026	100.00	
	CITIES & VILLAGES MUTUAL IN	515	EMPLOYMENT LAW & HR CLASS - DPW ADMIN	100-533200-191 PWKS ADMIN; TRAINING	01/15/2026	100.00	
	CITIES & VILLAGES MUTUAL IN	515	EMPLOYMENT LAW & HR CLASS - RECREATION	216-555200-332 RECREATION; EDUC/TRAIN/MILEAGE	01/15/2026	100.00	
Total CITIES & VILLAGES MUTUAL INS:						400.00	
	COLUMBUS UTILITIES	12/1/2025-	CITY HALL	100-511800-221 CITY HALL; UTILITIES	01/08/2026	827.42	
	COLUMBUS UTILITIES	12/1/2025-	EMERGENCY CITY SIRENS	100-522410-221 EMD; SIREN ELECTRICITY	01/08/2026	24.63	
	COLUMBUS UTILITIES	12/1/2025-	STREET LIGHTING	100-522440-228 STREET LIGHTING	01/08/2026	10,539.18	

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	COLUMBUS UTILITIES	12/1/2025-	TRAFFIC LIGHTS	100-533500-392 STREETS; TRAFFIC LIGHTS EXPENS	01/08/2026	203.70		
	COLUMBUS UTILITIES	12/1/2025-	1149 W JAMES ST	100-511230-348 CONTINGENCY ACCOUNT	01/08/2026	41.76		
	COLUMBUS UTILITIES	12/1/2025-	POLICE DEPT	100-522100-221 PD; UTILITIES	01/08/2026	386.14		
	COLUMBUS UTILITIES	12/1/2025-	FIRE DEPT	100-522200-221 FIRE; UTILITIES	01/08/2026	390.76		
	COLUMBUS UTILITIES	12/1/2025-	FIRE DEPT - WATER ONLY	100-522200-221 FIRE; UTILITIES	01/08/2026	111.26		
	COLUMBUS UTILITIES	12/1/2025-	COMMUNITY CENTER	100-555100-221 C CENTER; UTILITIES	01/08/2026	302.19		
	COLUMBUS UTILITIES	12/1/2025-	161 BUILDING	100-555200-221 RECREATION; UTILITIES	01/08/2026	510.30		
	COLUMBUS UTILITIES	12/1/2025-	POOL	215-555210-221 POOL FACILITY; UTILITIES	01/08/2026	1,031.67		
	COLUMBUS UTILITIES	12/1/2025-	LIBRARY	210-555000-221 LIBRARY; ELECTRIC/WATER/SEWER	01/08/2026	382.16		
	COLUMBUS UTILITIES	12/1/2025-	LIBRARY ANNEX	210-555100-224 ANNEX; HEATING/UTILITIES	01/08/2026	170.94		
	COLUMBUS UTILITIES	12/1/2025-	UDEY DAM LIGHTS	100-522420-221 UDEY DAM; UTILITIES	01/08/2026	19.39		
	COLUMBUS UTILITIES	12/1/2025-	SCHOOL CROSSING LIGHTS	100-522440-228 STREET LIGHTING	01/08/2026	10.30		
	COLUMBUS UTILITIES	12/1/2025-	DPW OFFICES	100-533200-221 PWKS ADMIN; UTILITIES	01/08/2026	632.51		
	COLUMBUS UTILITIES	12/1/2025-	PAVILION	100-555400-251 PARKS; PAVILION EXPENSES	01/08/2026	515.29		
	COLUMBUS UTILITIES	12/1/2025-	LANDSCAPE RECYCLING CENTER	230-577400-221 RECYCLING; UTILITIES	01/08/2026	140.26		
	COLUMBUS UTILITIES	12/1/2025-	CEMETERY	235-577800-221 CEMETERY; UTILITIES	01/08/2026	75.29		
	COLUMBUS UTILITIES	12/1/2025-	PARKS ATHLETIC FIELDS	100-555410-221 ATHLETIC FIELDS; UTILITIES	01/08/2026	214.50		
	COLUMBUS UTILITIES	12/1/2025-	PARKS	100-555400-221 PARKS; UTILITIES	01/08/2026	970.48		
	Total COLUMBUS UTILITIES:						17,500.13	
	DAILY CITIZEN	D7402F73	ADS FOR HERITAGE WAY BIDS	100-511240-313 LEGIS SUPPORT; LEGAL NOTICES	12/17/2025	190.92		
	Total DAILY CITIZEN:						190.92	
	DIGGERS HOTLINE INC	260 1 644	2026 ANNUAL PREPAYMENT	100-511800-251 CITY HALL; SOFTWARE/LICENSES	01/16/2026	29.44		
	Total DIGGERS HOTLINE INC:						29.44	
	EGOLDFAX	12174103	EMAIL FAX SERVICE - ADMINISTRATION	100-511800-225 CITY HALL; TELEPHONE	01/14/2026	15.25		
	EGOLDFAX	12174103	LIBRARY	210-555000-225 LIBRARY; TELEPHONE & DATA	01/14/2026	15.24		
	Total EGOLDFAX:						30.49	
	LIFESTAR EMERGENCY MEDIC	2/2026	2/2026 AMBULANCE SERVICE	240-511350-291 EMS - CONTRACTUAL SERVICES	01/27/2026	24,322.73		
	Total LIFESTAR EMERGENCY MEDICAL:						24,322.73	
	MCMAHON ASSOCIATES INC	401077	MANAGEMENT COUNSEL 8/31- 9/27/2025	100-511570-210 PFL SVCS; OTHER	10/08/2025	135.00		
	MCMAHON ASSOCIATES INC	401165	MANAGEMENT COUNSEL 11/30- 12/31/2025	100-511570-210 PFL SVCS; OTHER	01/12/2026	983.66		
	Total MCMAHON ASSOCIATES INC:						1,118.66	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
	MSA PROFESSIONAL SERVICE	25178	BUILDING INSPECTION SERVICES - 12/7-12/31/2025	100-512100-351 INSPECTIONS; BUILDINGS	01/20/2026	4,320.92	
Total MSA PROFESSIONAL SERVICES INC:						4,320.92	
	RUEKERT - MIELKE INC	161626-16	COUNCIL MEETING ATTENDANCE	100-578000-211 ENGINEERING; OTHER NON-INFRAST	01/26/2026	172.50	
	RUEKERT - MIELKE INC	161626-16	DRT MEETING ATTENDANCE	100-578000-210 ENGINEERING; PLANNING & OTHER	01/26/2026	1,105.00	
	RUEKERT - MIELKE INC	161626-16	DPW SUPPORT	100-578000-210 ENGINEERING; PLANNING & OTHER	01/26/2026	291.75	
	RUEKERT - MIELKE INC	161626-16	ADMINISTRATION & PLANNING SUPPORT	100-578000-211 ENGINEERING; OTHER NON-INFRAST	01/26/2026	2,060.60	
	RUEKERT - MIELKE INC	161626-16	GIS DATA MAINTENANCE	100-578000-212 ENGINEERING; GIS SERVICES PROV	01/26/2026	478.35	
	RUEKERT - MIELKE INC	161626-16	TOWER DRIVE	100-578000-210 ENGINEERING; PLANNING & OTHER	01/26/2026	108.00	
	RUEKERT - MIELKE INC	161626-16	PRAIRIE RIDGE HEALTH	201-231040 DUE FROM PRAIRIE RIDGE HEALTH	01/26/2026	600.00	
	RUEKERT - MIELKE INC	161626-16	ESTES EXPRESS	201-231052 ESTES EXPRESS	01/26/2026	2,381.25	
	RUEKERT - MIELKE INC	161626-16	PUBLIC SAFETY BUILDING	415-511570-200 CAP PRJTS; PFL'S SVCS - OTHER	01/26/2026	75,818.00	
	RUEKERT - MIELKE INC	161626-16	PAVILION HVAC	415-513000-607 CAP PRJTS; PARKS IMPROVEMENTS	01/26/2026	8,494.00	
	RUEKERT - MIELKE INC	161626-16	2026 STREETS - STREETS	415-581000-260 CAP PRJTS; 2026 W SCHOOL ST	01/26/2026	15,914.02	
	RUEKERT - MIELKE INC	161626-16	2026 STREETS - WATER (CU TO REIMBURSE)	415-581000-260 CAP PRJTS; 2026 W SCHOOL ST	01/26/2026	9,582.64	
	RUEKERT - MIELKE INC	161626-16	2026 STREETS - SEWER (CU TO REIMBURSE)	415-581000-260 CAP PRJTS; 2026 W SCHOOL ST	01/26/2026	5,133.55	
	RUEKERT - MIELKE INC	161626-16	2026 STREETS - STORM	650-555210-830 STORM WATER; STREET PROJECTS	01/26/2026	3,593.49	
	RUEKERT - MIELKE INC	161626-16	TIF #7 - ENGINEERING CARDINAL HEIGHTS (LL WILL REIMBURSE)	416-574000-215 TIF #7; ENGINEERING	01/26/2026	1,214.30	
Total RUEKERT - MIELKE INC:						126,947.45	
	SUTTLE-STRAUS INC	337386	CHLPC YARD SIGNS	100-511421-311 PLANNER;HISTORIC PRESRV OP EXP	12/10/2025	1,185.00	
Total SUTTLE-STRAUS INC:						1,185.00	
	US CELLULAR	07816872	POTS SERVICES WITH VOIP SYSTEM - CITY HALL	100-511800-225 CITY HALL; TELEPHONE	01/10/2026	18.54	
	US CELLULAR	07816872	PAVILION	100-555400-251 PARKS; PAVILION EXPENSES	01/10/2026	18.54	
	US CELLULAR	07816872	LIBRARY	210-555000-225 LIBRARY; TELEPHONE & DATA	01/10/2026	18.54	
	US CELLULAR	07816872	POLICE DEPT	100-522100-225 PD; TELEPHONE & WIRELESS	01/10/2026	18.54	
	US CELLULAR	07816872	CU/WW (WILL REIMBURSE)	100-511800-225 CITY HALL; TELEPHONE	01/10/2026	55.62	
Total US CELLULAR:						129.78	
	VANDEWALLE & ASSOCIATES I	20260102	ZONING CODE REWRITE	100-511421-210 PLANNER; ZONING/ENGIN/PLANNING	01/26/2026	3,152.50	
	VANDEWALLE & ASSOCIATES I	20260102	ZONING CODE REWRITE	100-511421-210 PLANNER; ZONING/ENGIN/PLANNING	01/27/2026	1,468.75	
Total VANDEWALLE & ASSOCIATES INC:						4,621.25	
	VON BRIESEN & ROPER SC	516459	PROFESSIONAL SERVICES - PERSONNEL POLICE DEPT	100-522100-219 PD; PROFESSIONAL FEES	01/14/2026	730.00	
	VON BRIESEN & ROPER SC	516459	PROFESSIONAL SERVICES - PERSONNEL ADMINISTRATION	100-511800-219 ATTORNEY; PFL SVCS RENDERED	01/14/2026	146.00	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
						876.00	
						191,786.45	

Total VON BRIESEN & ROPER SC:

Total ADMINISTRATION:

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
SENIOR CENTER							
	PETROUSKE, KEELIN	1-18-2026	REFUND OF DEPOSIT	100-233100 C CENTER; RENT DEPOSITS	01/22/2026	100.00	
	Total PETROUSKE, KEELIN:					100.00	
	Total SENIOR CENTER:					100.00	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
CDA	DAGNON, JOHN	2025	FACADE GRANT REIMBURSEMENT	205-561000-319 CDA; FACADE IMPROVEMENT PRGM	01/15/2026	5,081.00	
Total DAGNON, JOHN:						5,081.00	
	PETERSON, MARIA	2025	FACADE GRANT REIMBURSEMENT	205-561000-319 CDA; FACADE IMPROVEMENT PRGM	01/15/2026	18,917.92	
Total PETERSON, MARIA:						18,917.92	
Total CDA:						23,998.92	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided	
FIRE								
	AIR ONE EQUIPMENT INC	230915	SENSIT - SENSOR CAP	100-522200-820 FIRE; EQUIP REPLACEMENT	01/09/2026	34.00		
	Total AIR ONE EQUIPMENT INC:						34.00	
	COLUMBIA COUNTY FIRE & EM	202606	ANNUAL ASSOCIATION DUES/ HIEBA SUB.	100-522200-230 FIRE; MEMBERSHIPS, DUES	01/17/2026	230.00		
	Total COLUMBIA COUNTY FIRE & EMS:						230.00	
	COLUMBUS ACE HARDWARE	FD 12/202	CORN/OIL/SLT KIT BUTTER	100-522200-332 FIRE; MILEAGE, MEALS, LODGING	12/31/2025	143.64		
	Total COLUMBUS ACE HARDWARE:						143.64	
	DUFFY FLEET SERVICES INC	W49993	REPAIR HEADLIGHT	100-522200-249 FIRE; REPAIR & MAINTENANCE	01/12/2026	342.12		
	Total DUFFY FLEET SERVICES INC:						342.12	
	FIRE SERVICE INC	WI-24112	EQUIPMENT REPAIRS	100-522200-249 FIRE; REPAIR & MAINTENANCE	01/08/2026	1,874.94		
	Total FIRE SERVICE INC:						1,874.94	
	JEFFERSON FIRE & SAFETY IN	IN334332	KURIYAMA JAFRIB YELLOW STORZ	100-522200-820 FIRE; EQUIP REPLACEMENT	12/04/2025	3,333.00		
	JEFFERSON FIRE & SAFETY IN	IN334366	PANT CLEAN - DECON	100-522200-249 FIRE; REPAIR & MAINTENANCE	12/05/2025	30.00		
	Total JEFFERSON FIRE & SAFETY INC:						3,363.00	
	PREUER, JOHN D & ASSOCIAT	261169	FIRE TRAINING	100-522200-315 FIRE; TRAINING & SEMINAR FEES	01/14/2026	655.14		
	Total PREUER, JOHN D & ASSOCIATES INC:						655.14	
	TAS HEATING & COOLING LLC	19300	TAS MAINTENANCE/SERVICE FEE	100-522200-817 FIRE; BLDG REPAIR/MAINTENANCE	12/29/2025	1,815.00		
	Total TAS HEATING & COOLING LLC:						1,815.00	
	Total FIRE:						8,457.84	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
LIBRARY							
	DEMCO INC	7748311	BOOK COVERING SUPPLIES	210-555000-377 LIBRARY; ADULT BOOKS	01/08/2026	462.39	
Total DEMCO INC:						<u>462.39</u>	
	INGRAM LIBRARY SERVICES	92988283	YOUTH BOOKS	210-555000-373 LIBRARY; YOUTH BOOKS	12/19/2025	147.89	
	INGRAM LIBRARY SERVICES	93337865	AD AND YA BOOKS	210-555000-377 LIBRARY; ADULT BOOKS	01/02/2026	1,357.12	
Total INGRAM LIBRARY SERVICES:						<u>1,505.01</u>	
	SOUTH CENTRAL LIBRARY SYS	26-009	ANNUAL TECH/ILS MEMBER FEES	210-555000-805 LIBRARY; SCLS CONSORTIUM	01/08/2026	22,655.00	
Total SOUTH CENTRAL LIBRARY SYSTEM:						<u>22,655.00</u>	
	WI DEPT OF FINANCIAL INSTIT	01212026	NOTARY FEE	210-555000-312 LIBRARY; SUPPLIES/OPERATNG EXP	01/21/2026	20.00	
Total WI DEPT OF FINANCIAL INSTITUTIONS:						<u>20.00</u>	
Total LIBRARY:						<u>24,642.40</u>	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
POLICE							
	AMAZON CAPITAL SERVICES	1T9Y-H47	FLASH DRIVES, COMPUTER MOUSE, CLEANING WIPES	100-522120-314 PD; PATROL SMALL EQUIP ITEMS	01/19/2026	37.74	
	Total AMAZON CAPITAL SERVICES:					37.74	
	BAYCOM INC	EQUIPINV	2 MDCS WITH 3 YEAR WARRANTY	415-513000-812 CAP PRJTS; PD EQPMNT PURCHASE	01/07/2026	12,916.00	
	Total BAYCOM INC:					12,916.00	
	DENNYS AUTO BODY LLC	2248	2025 EXPLORER HAIL DAMAGE REPAIRS	100-522120-250 PD; PATROL FLEET REPAIR/MAIN	12/15/2025	2,639.25	
	Total DENNYS AUTO BODY LLC:					2,639.25	
	JUNEAU POLICE DEPARTMENT	100-26	2026 RANGE FEES	100-522120-853 PD; FIELD SVCS FIREARMS/AMMO	01/07/2026	300.00	
	Total JUNEAU POLICE DEPARTMENT:					300.00	
	MARLIN LEASING CORP	41507762	COPIER LEASE	100-522160-825 PD; SUPPORT SVCS - CAP LEASE	01/19/2026	148.35	
	Total MARLIN LEASING CORP:					148.35	
	TOP PACK DEFENSE LLC	17995	LT WARD UNIFORM ITEMS	100-522100-346 PD; UNIFORMS	01/10/2026	219.99	
	Total TOP PACK DEFENSE LLC:					219.99	
	VORPAHL FIRE & SAFETY	21541426	REPLACE 2 BUILDING DEFIBS AND SUPPLIES	100-522100-249 PD; BLDG REPAIRS/MAINTENANCE	12/29/2025	4,734.00	
	Total VORPAHL FIRE & SAFETY:					4,734.00	
	WI DEPT OF JUSTICE TIME	455TIME-	TIME SYSTEM ACCESS FOR ALL PD MEMBERS	100-522100-291 PD; SOFTWARE LICENSING/SVCS	01/10/2026	1,128.00	
	Total WI DEPT OF JUSTICE TIME:					1,128.00	
	Total POLICE:					22,123.33	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
PUBLIC WORKS							
	COLUMBUS ACE HARDWARE	DPW 12/2	K 20412 MISC REPAIR REPLACEMENT	100-533100-250 GARAGE; BUILDING REPAIRS/MAINT	12/31/2025	12.58	
	COLUMBUS ACE HARDWARE	DPW 12/2	K20598 TRASH BAGS	100-533100-312 GARAGE; SUPPLIES	12/31/2025	15.99	
Total COLUMBUS ACE HARDWARE:						28.57	
	MICKELSON FEED CO INC	115445	GOAT FEED	100-555400-314 PARKS; DEER OPERATING EXPENSES	12/19/2025	89.00	
Total MICKELSON FEED CO INC:						89.00	
	MID-STATE EQUIPMENT JANES	813716	STUMP GRINDER RENTAL	100-533100-251 GARAGE; EQUIP LEASE/RENTAL	08/25/2025	675.00	
Total MID-STATE EQUIPMENT JANESVILLE INC:						675.00	
	NAPA AUTO PARTS	827675	PATCH TRACTOR REPAIR	100-533100-249 GARAGE; VEHICLE REPAIRS/MAIN	01/12/2026	123.16	
Total NAPA AUTO PARTS:						123.16	
	SNS ELECTRIC INC	12084	ELECTRICAL REPAIRS	100-555400-251 PARKS; PAVILION EXPENSES	01/14/2026	438.50	
Total SNS ELECTRIC INC:						438.50	
	URBEN FOREST SERVICES LLC	PW 01152	LRC WASTE GRINDING	230-577400-817 RECYCLING; DISPOSAL OF RECYC	01/15/2026	9,662.52	
Total URBEN FOREST SERVICES LLC:						9,662.52	
Total PUBLIC WORKS:						11,016.75	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
RECREATION							
	COLUMBUS ACE HARDWARE	REC 12/2	K20432P ITEMS SPARKLE	216-555200-312 RECREATION; OPERATING SUPP/EXP	12/31/2025	18.99	
	COLUMBUS ACE HARDWARE	REC 12/2	D62793P RETURN	216-555200-312 RECREATION; OPERATING SUPP/EXP	12/31/2025	9.00-	
	COLUMBUS ACE HARDWARE	REC 12/2	K20469/P PROPANE LIGHTER FOR TRAIN	216-555200-312 RECREATION; OPERATING SUPP/EXP	12/31/2025	40.95	
	COLUMBUS ACE HARDWARE	REC 12/2	K20537/P EXT CORDS SPARKEL	216-555200-312 RECREATION; OPERATING SUPP/EXP	12/31/2025	19.58	
Total COLUMBUS ACE HARDWARE:						<u>70.52</u>	
	EZ SHIRTZ	17071	GIRLS BASKETBALL SHIRTS GRADES 1-3	216-555200-322 RECREATION; BASKETBALL-GIRLS	01/11/2026	400.00	
Total EZ SHIRTZ:						<u>400.00</u>	
	OTIS ELEVATOR COMPANY	10040216	2026 PAVILION ELEVATOR INSPECTION	216-555400-251 PARKS; PAVILION EXPENSES	12/15/2025	1,777.44	
Total OTIS ELEVATOR COMPANY:						<u>1,777.44</u>	
	SALAMONE SUPPLIES INC	183536	FLOOR CLEANER FOR PAV. FLOORS	216-555400-251 PARKS; PAVILION EXPENSES	01/16/2026	97.00	
	SALAMONE SUPPLIES INC	183536	CLEANING SUPPLIES 161	216-555200-312 RECREATION; OPERATING SUPP/EXP	01/16/2026	64.16	
Total SALAMONE SUPPLIES INC:						<u>161.16</u>	
Total RECREATION:						<u>2,409.12</u>	

Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voiced
TAX INCREMENTAL FINANCING DIST							
	VANDEWALLE & ASSOCIATES I	20260102	PROFESSIONAL PLANNING SERVICES	416-574000-215 TIF #7; ENGINEERING	01/26/2026	615.00	
Total VANDEWALLE & ASSOCIATES INC:						615.00	
Total TAX INCREMENTAL FINANCING DIST:						615.00	
Grand Totals:						285,149.81	

Report Criteria:

- Detail report.
- Invoice detail records above \$0.00 included.
- Paid and unpaid invoices included.