



CITY OF VERONA
111 Lincoln Street
Verona, WI 53593
(608) 845-6495
veronawi.gov

**COMMON COUNCIL
ORGANIZATIONAL MEETING
AGENDA**

DATE: TUESDAY, APRIL 21, 2026 TIME: 6:00 PM

LOCATION: COUNCIL CHAMBERS
CITY HALL
111 LINCOLN ST
VERONA, WI 53593

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Oath of Office for Elected Officials
5. Mayor's Business
 - Election of City Council President
 - Election of City Council Representative to the Plan Commission
 - Appointment of Citizen Members to the Plan Commission
 - Council Member Committee, Commission and Board Appointments
 - City Designee to comment on dockets before the Public Service Commission of Wisconsin
6. Announcements
7. Designation of Official Newspaper
8. Adjournment

Luke Diaz, Mayor

POSTED: April 17, 2026

Verona City Hall
Verona Public Library
Miller's Market

All agendas are posted on the City website at: veronawi.gov

Watch live on the City's YouTube Channel: <https://www.youtube.com/user/VeronaWIMeetings>

The online meeting agenda and all support materials can be found at www.veronawi.gov. Anyone with questions prior to the meeting may contact the City at (608) 848-9942 or jaulik@veronawi.gov.

Join the virtual meeting via computer, tablet, or smart phone:

<https://us06web.zoom.us/j/81351660976?pwd=r8qWEMntB0JSgSvoNqvBRI4WbBp2ij.1>

Passcode: 735317

Join the virtual meeting via phone by dialing:

312 626 6799

Webinar ID: 813 5166 0976

Passcode: 735317

IF YOU NEED AN INTERPRETER, MATERIALS IN ALTERNATIVE FORMATS, OR OTHER ACCOMODATION TO ACCESS THE MEETING, PLEASE CONTACT THE CITY CLERK AT 845-6495 AT LEAST 48 HOURS PRECEDING THE MEETING. EVERY REASONABLE EFFORT WILL BE MADE TO ACCOMMODATE YOUR REQUEST.

City Council Organizational Meeting Procedures

The annual organizational meeting of the Common Council is held on the third Tuesday of April. At this meeting, newly elected officials take the ceremonial oath of office, the City Council elects the Council President, and Council Member appointments are made to committees, boards, and commissions.

Election of Council President

Members of the City Council choose one of their members to serve as President of the Council who presides at Council meetings in the absence of the Mayor. If more than one person is interested in serving as Council President, the Council may vote by secret ballot to select someone. In the event of a tie vote, the Mayor may, but is not required to, vote to break the tie.

Council Representative to the Plan Commission

City Ordinances state that at the annual meeting the Common Council shall, by a two-thirds majority vote of its members, elect one Council Member to serve on the Plan Commission. The alderperson selected must receive a minimum of six votes. If no one receives six votes, the Common Council must re-vote until one alder is selected by at least six members. While the Mayor may recommend an alderperson to the Common Council, the Mayor does not vote.

Citizen Appointments to the Plan Commission

City Ordinances state that citizen members of the Plan Commission shall be appointed by the Mayor on the third Tuesday in April. According to Wisconsin Statutes and City Ordinances, the Mayor's citizen appointments to the Plan Commission are not subject to confirmation by the City Council.

Appointments to Standing Committees

At the organizational meeting, the Mayor appoints three alderpersons to each of the City's standing committees. These appointments are subject to the confirmation by the City Council. In the event of a tie vote, the Mayor may, but is not required to, vote to break the tie. The Mayor also designates the chairperson of each committee.

Council Member Appointments to Other Committees, Boards, and Commissions

At the organizational meeting, the Mayor may appoint alderpersons to other committees, boards, and commissions as provided for in City Ordinances. These appointments may be subject to the confirmation by the City Council if required by Ordinance. In the event of a tie vote, the Mayor may, but is not required to, vote to break the tie.

City of Verona
Standing Council Committees
City Ordinances and Areas of Responsibility

Ordinance Section 2-2-5 Standing Committees; Action on Committee Reports

- (a) Standing Committees.** At the organizational meeting of the Common Council in each year following the annual election, the Mayor shall appoint three (3) Alderpersons to the following standing committees, subject to Council confirmation. Each committee shall adopt its own rules of procedure and meeting times. Each committee shall have such duties and responsibilities as prescribed by the Mayor and this Code of Ordinances, and shall make whatever recommendations to the Council as it deems appropriate or as may be directed by the Council:
- (1) **Finance Committee.** This Committee will be responsible for claims of and against the City, purchasing insurance, preparation of a preliminary City budget.
 - (2) **Public Works, Building, Sewer and Water Committee.**
 - a. This Committee shall perform the duties of the board of public works as provided by Sec. 62.14, Wis. Stats.
 - b. The Committee shall have the general management and supervision of the City sewer system utility and the City water system public utility and all matters connected therewith and shall have the general power and authority to make rules and regulations for the management of said departments as it shall from time to time find necessary for the safe, economical and efficient management and protection of the sewer and water systems.
 - c. The Sewer and Water Superintendent and the City Engineer shall attend meetings of the Committee.
 - (3) **Public Safety and Welfare Committee.** This Committee will be responsible for matters involving police, traffic, relief, nuisances and weeds and business licenses.
 - (4) **Senior Services Committee.** This Committee will be responsible for matters involving the provision of services provided for senior citizens including the operations of the Verona Senior Center.
- (e) Personnel Committee.** The Personnel Committee shall consist of the Chairpersons of the Finance, Public Works, Public Safety and Welfare Committees, or as appointed by the Mayor. This Committee will deal with:
- (1) Employment, reprimands, promotion, demotion and dismissal of all department heads;
 - (2) Negotiations concerning wages, hours and conditions of employment with all employees or their bargaining agent;
 - (3) Act as review board for any employee grievances; and
 - (4) Review all personnel actions of department heads and the City Administrator.

**City of Verona
Plan Commission
City Ordinance – Composition and Appointment**

Ordinance Section 2-4-6 City Plan Commission

(a) Composition. The Plan Commission shall consist of the Mayor, who shall be the presiding officer, the Chairperson of the Park Board, one (1) Alderperson and four (4) citizens. The four (4) citizen members shall be persons of recognized experience and qualifications. The City's Zoning Administrator shall serve as staff to the Commission.

(b) Appointment.

- (1) ***Election/Appointment of Alderman Members.*** At its annual meeting in April of each year the Common Council shall, by a two-thirds (2/3) majority vote of its members, elect one (1) of its number as a member of the City Plan Commission for a period of one (1) year from and after the first day of May next ensuing.
- (2) ***Appointment and Terms of Citizen Members.*** The four (4) citizen members shall be appointed by the Mayor on the third Tuesday of April in each year to hold office for a term of three (3) years commencing on May 1 of that year.

2026 STANDING COMMITTEES

NAME	PHONE	E-MAIL	APPOINTED	TERM END
FINANCE COMMITTEE - 1 year appointment				
Mara Helmke, Chair	608-620-4205	marahelmke@veronawi.gov	2026	2027
Patrick Lytle	608-622-7448	particklytle@veronawi.gov	2026	2027
Spencer Harrison	530-565-5156	spencerharrison@veronawi.gov	2026	2027
PERSONNEL COMMITTEE - 1 year appointment				
Mara Helmke, Chair	608-620-4205	marahelmke@veronawi.gov	2026	2027
Beth Tucker Long	608-888-9595	bethtuckerlong@veronawi.gov	2026	2027
Phil Hoechst	608-620-3188	philhoechst@veronawi.gov	2026	2027
PUBLIC SAFETY & WELFARE COMMITTEE - 1 year appointment				
Phil Hoechst, Chair	608-620-3188	philhoechst@veronawi.gov	2026	2027
Alejandro Hernandez		ahernandez@veronawi.gov	2026	2027
Lachlann Swanson	608-213-9623	lachlannswanson@veronawi.gov	2026	2027
PUBLIC WORKS/SEWER & WATER COMMITTEE - 1 year appointment				
Beth Tucker Long, Chair	608-888-9595	bethtuckerlong@veronawi.gov	2026	2027
Alejandro Hernandez		ahernandez@veronawi.gov	2026	2027
Chris Weiss	608-345-7249	chrisweiss@veronawi.gov	2026	2027
SENIOR SERVICES COMMITTEE - 1 year appointment				
Chris Weiss, Chair	608-345-7249	chrisweiss@veronawi.gov	2026	2027
Mara Helmke	608-620-4205	marahelmke@veronawi.gov	2026	2027
Lachlann Swanson	608-213-9623	lachlannswanson@veronawi.gov	2026	2027

2026 BOARDS AND COMMISSIONS

NAME	PHONE	EMAIL	APPOINTED	TERM END
<u>COMMUNITY DEVELOPMENT AUTHORITY</u>				
Chris Weiss	608-345-7249	chrisweiss@veronawi.gov	2026	2027
Luke Diaz, Mayor	608-616-9659	lukediaz@veronawi.gov	2026	2027
<u>VERONA ECONOMIC DEVELOPMENT COMMISSION</u>				
Luke Diaz, Mayor	608-616-9459	lukediaz@veronawi.gov	2026	2027
Mara Helmke, Finance Chair	608-620-4205	marahelmke@veronawi.gov	2026	2027
<u>FITCH-RONA EMS DISTRICT</u>				
Patrick Lytle	608-622-7448	patricklytle@veronawi.gov	2026	2027
<u>PARKS, RECREATION & FORESTRY COMMISSION</u>				
Phil Hoechst	608-620-3188	philhoechst@veronawi.gov	2026	2027
Beth Tucker Long	608-888-9595	bethtuckerlong@veronawi.gov	2026	2027
<u>LIBRARY BOARD</u>				
Spencer Harrison	530-565-5156	spencerharrison@veronawi.gov	2026	2027
<u>CEMETERY BOARD</u>				
Beth Tucker Long, PW/S&W Chair	608-888-9595	bethtuckerlong@veronawi.gov	2026	2027
<u>TOURISM COMMISSION</u>				
Chris Weiss	608-345-7249	chrisweiss@veronawi.gov	2026	2027
<u>PLAN COMMISSION (Citizen Appointments)</u>				
Linnea Matulat			2026	2027
<u>CITY/TOWN JOINT PLANNING COMMITTEE</u>				
Luke Diaz, Mayor	608-616-9659	lukediaz@veronawi.gov	2026	2028

Patrick Lytle	608-622-7448	patricklytle@veronawi.gov	2026	2028
Mara Helmke	608-620-4205	marahelmke@veronawi.gov	2026	2027