



City Council Regular Meeting Minutes

Tuesday, August 18, 2026

7:00 PM

Council Chambers

Call to Order

Mayor Mary Berndt called the council meeting to order at 7:00 p.m.

Invocation and Pledge of Allegiance

Invocation delivered by Council Member Justin Schmick. The Pledge of Allegiance was recited.

Roll Call

PRESENT: Mayor Mary Berndt, Alderpersons Darin Trelevn, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams

ABSENT: Alderperson David Wiese

ALSO PRESENT: City Administrator Kaija Snyder, City Attorney Lud Wurtz, Police Chief Cory Andersen, Director of Public Works Sam Mingo, Library Director Anna Dinkel, Police Officers Joshua Quinn, Cordell Jacobson, Tony Daley - Media

Approval of Agenda

Council Member Schmick motioned and Council Member Treleven seconded to approve the agenda as presented.

RESULT:	Approved 5 to 0
MOVER:	Justin Schmick
SECONDER:	Darin Treleven
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

Public Comments

Andy Frank (1669 Jaimee Drive, Omro), Commodore for Fox River Boat Runners Boat Club, thanked the City of Omro and particularly the Public Works team, lead by Director Sam Mingo, for recent work in Scott Park and assistance with the recent Corn Roast event hosted by the Boat Club.

Kaci Chalfant (837 S Webster Avenue, Omro) commented on the Cell Tower Lease Agreement, the Listing Agreement for 130 W Larrabee Street, MOUs held by the City, the Fox River Utility Reconstruction Project, and the timeline for recording Common Council meetings.

Confirmation of Mayoral Appointments

Omro Area Development Corporation Board Removal of Liaison Mary Berndt and Appointment of Scott Jorgenson

Justin Schmick motioned and Darin Treleven seconded to remove Omro Area Development Board Liaison Mary Berndt and Appoint Council Member Scott Jorgenson as the liaison.

RESULT:	Approved Yes 4, No 0, Abstained 1
MOVER:	Justin Schmick
SECONDER:	Darin Treleven
AYES:	Darin Treleven, Justin Schmick, Amanda Zick, Peggy Williams

NAYS:	None
ABSTAIN:	Scott Jorgenson

Note: Vote was amended to reflect Scott Jorgenson abstaining instead of voting Aye. He abstained as he was the appointee.

Swearing In Police Officer Cordell G. Jacobson

Oath of Office Form

A swearing-in ceremony was held for Officer Cordell G. Jacobson, including introductions, the formal oath of office, and the pinning of Officer Jacobson's badge by his father.

Adoption of Minutes

City Council Meeting - 08.04.2026 Minutes

Council Member Treleven motioned and Council Member Schmick seconded to approve the 08/04/2026 Council Meeting Minutes as presented.

RESULT:	Approved 5 to 0
MOVER:	Darin Treleven
SECONDER:	Justin Schmick
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

Resolutions

RES: 260818-1 Expenditures

Discussion considered certain expenditures related to the Omro Aquatic Center, Carter Memorial Library, and IT infrastructure.

Council Member Zick motioned and Council Member Schmick seconded to approve RES: 260818-1 Expenditures as presented.

RESULT:	Approved 5 to 0
MOVER:	Amanda Zick
SECONDER:	Justin Schmick
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

RES: 260818-2 A Resolution Approving Certificate for Payment No. 4 (Final) – Stearn's Park Improvements Project (Contract No. 2025-01)

Council Member Schmick motioned and Council Member Williams seconded to approve RES: 260818-2 A Resolution Approving Certificate for Payment No. 4 (Final) - Stearn's Park Improvements Project (Contract No. 2025-01) as presented.

RESULT:	Approved 5 to 0
MOVER:	Justin Schmick
SECONDER:	Peggy Williams
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

RES: 260818-3 A Resolution Amending the 2026 City of Omro Fee Schedule to Revise the Public Works Fees for 96-Gallon Garbage and Recycling Carts

Council Member Schmick motioned and Council Member Zick seconded to approve RES: 260818-3 A Resolution Amending the 2026 City of Omro Fee Schedule to Revise the Public Works Fees for 96-Gallon Garbage and Recycling Carts as presented.

RESULT:	Approved 5 to 0
MOVER:	Justin Schmick
SECONDER:	Amanda Zick
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

RES: 260818-4 A Resolution Approving Certified Survey Map - Jeffrey M. Willis and Marie A. Willis - 734 Tyler Avenue

Council Member Williams abstained due to a personal conflict.

Council Member Schmick motioned and Council Member Treleven seconded to approve RES: 260818-4 A Resolution Approving Certified Survey Map-Jeffrey M. Willis and Marie A. Willis-734 Tyler Avenue.

RESULT:	Approved 4-0 1 Abstained
MOVER:	Justin Schmick
SECONDER:	Darin Treleven
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick
NAYS:	None
ABSTAIN:	Peggy Williams

RES: 260818-5 Approval of the 2026-2027 Joint Powers Agreement with Winnebago County for the 911 Emergency System

Council Member Schmick motioned and Council Member Treleven seconded to approve RES: 260818-5 Approval of the 2026-2027 Joint Powers Agreement with Winnebago County for the 911 Emergency System as presented .

RESULT:	Approved 5 to 0
MOVER:	Justin Schmick
SECONDER:	Darin Treleven
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

Monthly Reports

Public Safety

Staff advised on the Omro Police Department's activities throughout the month of July. Special activities include information technology upgrades, personnel structure changes, and events.

Public Works

Staff advised on the Department of Public Works' July activities, including continued work at Scott and Stearns Parks, equipment and infrastructure repairs, event assistance, and mutual aid to the City of Menasha.

Water and Sewer Utilities

During the month of July, the Utilities Department completed work at Scott Park, including contractor damage repairs and bathroom upgrades. The Utilities Department additionally received a new permit, assisted with development design, and prepared a new vehicle.

Parks and Recreation

Staff advised that the Parks Department worked on special events and park maintenance throughout the month of July.

Library

Staff advised on July and August activities at the Library, including the Summer Reading Program, ongoing building repairs, inventory organization, and patronage statistics.

Administration

Administration Monthly Report

Staff advised on recent work in general administration, development and planning, finance, and personnel management duties as the incoming administrator acclimates to Omro.

Professional Services Agreement - City of Omro and MSA Professional Services for Verizon Cellular Carrier Review

Council Member Schmick motioned and Council Member Williams seconded to approve the Professional Services Agreement between City of Omro and Verizon Cellular Carrier Review as presented.

RESULT:	Approved 5 to 0
MOVER:	Justin Schmick
SECONDER:	Peggy Williams
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

Server Migration - Migrate from Broadcom VMWare to Microsoft Hyper-V through Rhyme Managed IT, for a Price Not to Exceed \$6,876.00

Discussion considered cost savings related to this transition, subsequent options for a cloud-based server migration, and typical lifespans for servers.

Council Member Schmick motioned and Council Member Jorgenson seconded to approve the migration from Broadcom VMWare to Microsoft Hyper-V through Rhyme Managed IT for a price not to exceed \$6,876.00 as presented .

RESULT:	Approved 5 to 0
MOVER:	Justin Schmick
SECONDER:	Scott Jorgenson
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

Amendment to Real Estate Listing Contract By and Between the City of Omro and Schwab Realty LTD for 130 W Larrabee Street, Omro (Former Community Center Site)

Discussion considered a prospective buyer for the property in question.

Council Member Schmick motioned and Council Member Treleven seconded to amend the Real Estate Listing Contract by and Between the City of Omro and Schwab Realty LTD for 130 W. Larrabee Street as presented.

RESULT:	Approved 5 to 0
MOVER:	Justin Schmick
SECONDER:	Darin Treleven
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

Ordinances

Waive the 2nd Reading and Adopt ORD: 060721-C#514 An Ordinance Amending Section 7.12.040(H) – General Bicycle Regulations

Council Member Schmick motioned and Council Member Williams seconded to waive the 2nd Reading and Adopt ORD: 060804-C#514 An Ordinance Amending Section 7.12.040(H) - General Bicycle Regulations as presented.

RESULT:	Approved 5 to 0
MOVER:	Justin Schmick
SECONDER:	Peggy Williams
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

ORD: 260818-C#515 - An Ordinance Amending Title 7, Chapter 25, Section 130 of the Code of Ordinances Relating to Age restrictions for Operation of Electric Bicycles and Electric Scooters (First Reading)

Discussion considered the purpose of the amendment.

Council Member Schmick motioned and Council Member Jorgenson seconded to waive the 1st Reading of ORD: 260818-C#515 An Ordinance Amending 7.25.130 of the Omro Municipal Code Relating to Age Restrictions for Operation of Electric Bicycles and Electric Scooters.

RESULT:	Approved 5 to 0
MOVER:	Justin Schmick
SECONDER:	Scott Jorgenson
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

Meeting Calendar

Meeting Schedule

No action was taken.

Adjournment

Council Member Treleven motioned and Council Member Schmick seconded to adjourn the meeting at 7:51 p.m..

RESULT:	Approved 5 to 0
MOVER:	Darin Treleven
SECONDER:	Justin Schmick
AYES:	Darin Treleven, Justin Schmick, Scott Jorgenson, Amanda Zick, Peggy Williams
NAYS:	None

Respectfully Submitted by:
Barbara J. Van Clarke, MMC, WCPC
City Clerk / Deputy Treasurer