

**CITY OF COLUMBUS
ORDINANCE NO. 808-25**

**AN ORDINANCE TO REPEAL AND RECREATE CERTAIN PROVISIONS OF
CHAPTER 102 OF THE CITY OF COLUMBUS CODE OF ORDINANCES
CONCERNING THE COLUMBUS UTILITY COMMISSION**

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

1. Section 102-57 of the City of Columbus Code of Ordinances is hereby repealed and recreated to read as follows:

Sec. 102-57. - Term of office.

Each city resident or representative of a rate payer of the Columbus Utility Commission shall be appointed for a term of five years with staggered terms and with each term to begin on May 1. Each council member shall serve a one-year term, and shall be appointed by the mayor, subject to confirmation by the common council, at the first meeting of the common council held in May each year.

2. Section 102-58 of the City of Columbus Code of Ordinances is hereby repealed and recreated to read as follows:

Sec. 102-58. - Powers and duties.

The common council delegates general management, control and supervision of any and all of the property pertaining to the water, sewer, stormwater, electric, and communications utilities. All property owned by any of the utilities shall be vested in the City of Columbus. The commission shall protect all property under its charge and management from all unnecessary damage or loss, keep the water, sewer, stormwater, electric and communications systems and appliances in good repair, procure at the expense of the city all materials necessary to operate the water, sewer, stormwater, electric and communications systems, and employ all labor necessary in the operation, management and extension of the systems.

- (a) Charge and management. The commission shall take charge and management of the city's utilities under the general control of the common council.
- (b) The utility director shall serve as manager of the utilities by virtue of their office. The director has the authority to act on behalf of the commission. The director shall be appointed by the Columbus Utility Commission, subject to confirmation by the city council. The director shall report directly to the city administrator. The city administrator shall be responsible for the review of the

director. The selection and hiring process should follow the process used by the City for non-statutory department heads of the City.

(c) Employees/consultants.

(1) The commission, when necessary, may utilize the services of the municipal engineer, municipal attorney and other city officials and employees upon such basis as shall be mutually agreed to or as determined by the common council. In such case the utility shall reimburse the city for the pro rata cost of such services.

(d) Rates, rules, and regulations. The commission shall have the authority to fix rates and establish rules and regulations for the governance, management and operation of the utilities, subject to the jurisdiction of the Public Service Commission of Wisconsin. The commission shall establish rules for the governance of its own proceedings.

(e) Personnel manual. The City of Columbus anticipates adopting a new personnel policy and procedure handbook in the fall of 2025. When that occurs, the "City of Columbus Personnel Policies and Procedures" handbook, as it may be amended by the Common Council from time to time, applies to all regular and limited term employees of the City of Columbus including the employees of the Columbus Utilities.

(f) Contracts, purchasing and financial matters.

(1) The commission shall have authority to let bids and enter into contracts in the name of the city, provided that such contracts are necessary or convenient to the management and operation of the utilities. The Columbus public utility commission shall follow the procedures outlined in the "City of Columbus Purchasing Policies and Procedures" as approved by the common council, with the Columbus utility commission serving as the approval authority for utility projects and expenditures.

(2) The commission shall have such general powers in construction, extension, improvement and operation of the utilities as shall be designated by the common council.

(g) Budget. The Columbus public utility commission shall develop an annual budget and submit the annual budget to the city council for ratification. Budget amendments shall be recommended by the Columbus public utility commission and considered for ratification by the common council.

3. Section 102-59 of the City of Columbus Code of Ordinances is hereby repealed and recreated to read as follows:

Sec. 102-59. - Procedure.

The utility commission shall organize at its first meeting in May of each year by electing a president, vice-president and secretary to be elected from the members of the board; or the board may, in its discretion, appoint as secretary the director of the utilities. The commission shall hold a regular monthly meeting; and a majority of the commission shall constitute a quorum and shall be necessary for the transaction of business, but a smaller number may adjourn from time to time until a quorum shall be present. They shall keep a record of their proceedings and perform such duties as are provided in this division.

4. Section 102-86 of the City of Columbus Code of Ordinances is hereby repealed in its entirety.
5. Section 102-89 of the City of Columbus Code of Ordinances is hereby repealed in its entirety
6. **Severability.** If any portion of this Ordinance or its application on any person or circumstances is held invalid, the validity of this Ordinance as a whole or any other provision herein or its application shall not be affected.
7. **Effective Date.** This Ordinance shall take effect immediately upon its passage and posting, as required by law.

Dated this ____ day of _____, 2025

CITY OF COLUMBUS

By: _____
Joseph Hammer, Mayor

By: _____
Susan L. Caine, Clerk