

SPECIAL NOMINATION COMMON COUNCIL MEETING AGENDA  
TUESDAY, MAY 13, 2025 AT 6:30PM  
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR  
MEETING IS OPEN TO THE PUBLIC & CITY HALL IS HANDICAPPED ACCESSIBLE  
CITY MEETINGS CAN BE WATCHED LIVE OR RECORDED  
ON THE CITY OF BERLIN YOUTUBE PAGE @CITYOFBERLIN5623

1. Call to order/Roll Call
2. Seat Virtual Attendees (if necessary)
3. Interview Ward 6 Alderperson Applicant, Melissa Sorenson. RECOMMENDATION: Listen to applicant's response to the following questions: "Why did you apply to be the Ward 6 Alderperson?" "What do you see as the City's greatest strength and weakness?" "What would you bring as a member of the Common Council?"
4. Appoint Ward 6 Alderperson. RECOMMENDATION: Following discussion and deliberation as necessary, Alderperson may nominate an applicant to be the Ward 6 Alderperson. Following nominations, Alderpersons may vote to appoint the Ward 6 Alderperson.
5. Adjourn.

*Note: In adherence to the City of Berlin Public Meeting Participation Policy, public participation will be allowed under each agenda item at the discretion of the presiding officer, with the exception of the Consent Agenda. Attendees must register their intention to participate on either a general comments section or a specific agenda item prior to the meeting by filling out a Registration Card, which can be obtained from the Internet, City Clerk's office or in the City Hall Council Chambers at the podium. Registration Cards should be turned in prior to the meeting to either the presiding officer or City Clerk.*

## Ward 6 Alderperson Nomination Meeting Interview Questions

Why did you apply to be the Ward 6 Alderperson?

What do you see as the City's greatest strength and weakness?

What would you bring as a member of the Common Council?

CITY OF BERLIN  
BOARD, COMMITTEE, COMMISSION & COMMON COUNCIL  
APPLICATION FORM

Name: Melissa J. Sorenson

Address: 163 W. Noyes St, Berlin WI 54923

Phone: Day [REDACTED] Evening same

E-mail address: [REDACTED]

City residency is required for appointment to a City board, committee or commission. Other eligibility requirements may also exist.

Area of Interest:

- |  |   |
|--|---|
| <input type="checkbox"/> Board of Review               | <input type="checkbox"/> Oakwood Cemetery Board                             |
| <input type="checkbox"/> Parks & Recreation Commission | <input type="checkbox"/> Committee On Aging                                 |
| <input type="checkbox"/> Plan Commission               | <input checked="" type="checkbox"/> Common Council Vacancy, Ward # <u>6</u> |
| <input type="checkbox"/> Police & Fire Commission      | <input type="checkbox"/> Community Development Authority                    |
| <input type="checkbox"/> Water & Sewer Commission      | <input type="checkbox"/> Housing Task Force                                 |
| <input type="checkbox"/> Zoning Board of Appeals       | <input type="checkbox"/> Library Board                                      |
| <input type="checkbox"/> Other _____                   |   |

Applicant Questions (attach additional sheets if necessary)

1. Do you have any issues with attending meetings at the specified times? (See Meeting Schedule)

No

2. Please indicate why you are interested in serving on any of the above Board, Committee or Commission: I have a deep desire to help Berlin grow and improve. I feel my experiences in government work and volunteer work make me a good team player in making our city better.

3. What knowledge, experience, or abilities do you have that would make you an effective board member: I have 17 years of experience working in code enforcement at the state and county level.

4. Please provide any additional information for consideration: I volunteer my time to several organizations in our community. I feel serving on the City Council would allow me to better serve my community.

# Melissa J. Sorenson

163 W Noyes Street ♦ Berlin, WI 54923

Cell: [REDACTED] Email: [REDACTED]

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## Summary of Qualifications

- Extremely efficient in the management of complex projects and programs
- Superb interpersonal and public relation experience/skills
- Excellent writing and verbal communication ability
- Strong computer background with extensive use of Microsoft Office programs
- Broad professional experience in both the government and private sectors

## Professional Experience

**Team Lead 2**, Metercase Welding, Alliance Laundry Systems, Ripon, WI, 06/19  
- Present

- Assigns work orders daily to team members
- Responsible for creating Standard Work for all welding operations
- Trains new employees on all welding operations
- Performs maintenance and repairs to all welders

**Code Enforcement Officer**, Planning & Zoning Department, Green Lake County, Green Lake, WI, 05/05 – 3/19

- County zoning and code enforcement responsibilities
- Generation of official reports for public hearings
- Enforcement of the non-metallic mining program
- Enforcement of the Private Onsite Wastewater Treatment Systems (POWTS) program

**Environmental Specialist II**, Citrus County Environmental Health, Lecanto, FL, 10/02 – 03/05

- Performed OSTDS soil site evaluations and regulatory compliance inspections
- Permit review and issuance responsibilities
- Complaint investigation and resolution
- Promoted from Environmental Specialist I after 1 ½ years of service

## Education

December 2001: Bachelor of Science, Agriculture specializing in Environmental Systems Management, University of Florida, Gainesville, FL

## Community Involvement

Green Lake Area Animal Shelter, Green Lake, WI, 2005 – Present

- Treasurer of the Board of Directors
- Bookkeeper
- Volunteer for various events

Friends of the Berlin Public Library, Berlin, WI 2020 - Present

- President of the Board of Directors
- Volunteer for various events

S.A.F.E.T.Y Group, Berlin, WI, 2025

- Recently elected Treasurer