

**CITY OF BERLIN PLAN COMMISSION MINUTES
MAY 27TH 2025
CITY OF BERLIN, WISCONSIN**

PRESENT: Catrina Burgess-Mayor, Paul Hanan, Carol Hughes, Mary Kubiak, Terry Przybyl, and Kayla Reeves

ALSO PRESENT: Tim Ludolph- Zoning Administrator, Jessi Balcom- City Administrator, Sophie Parr- Chastain, Stephanie Brown (Zoom)- Chastain, Emily Soderberg- MSA, Stephen Tremlett (Zoom)- MSA, and Brad Vowels-Katter (Zoom)- MSA

The City of Berlin Plan Commission meeting was called to order at 6:02 p.m. by Mayor Burgess.

The Minutes of the April 29th 2025 Plan Commission meeting were approved on a motion by Reeves. Kubiak seconded the motion, which was carried by a voice vote.

The next item was the Comprehensive Plan Interview of Consultants. Interview questions were presented by Chair Burgess for Chastain Consulting Engineers then the same questions were presented by Chair Burgess for MSA. Both consultants were informed they would be notified about the decision by the next day.

The next item was the Selection of Consultant. After some discussion Hanan made a motion to move to the Common Council meeting the recommendation of going with MSA for the city's Comprehensive Plan. Przybyl seconded the motion. Motion carried with roll call vote (4-0-1)

No Old Business was brought up for discussion at the next meeting.

No New Business was brought up for discussion at the next meeting.

Next meeting date is Tuesday June 24th 2025 at 6 PM.

Przybyl moved to adjourn at 7:13 pm. Kubiak seconded the motion, which carried by voice vote.

Respectfully Submitted by Timothy Ludolph, Planning and Development Director