SPECIAL COMMON COUNCIL MEETING AGENDA
JUNE 9, 2026 AT 6:30PM
COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR
MEETING IS OPEN TO THE PUBLIC & CITY HALL IS HANDICAPPED ACCESSIBLE

1. Call to order/Roll Call

2. Seat Virtual Attendees (if necessary)

3. The City Council may convene in closed session pursuant to Wis. Stat. §19.85(1)(g) to confer with the City Attorney who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; specifically concerning the claim made by Sherry Newbold, and related legal procedures.

4. Immediately following the closed session, the City Council will reconvene into open session and may take such action as it deems appropriate regarding the matters discussed in closed session.

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.*

Please note, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information to request services, contact the municipal Clerk at 920-361-5400.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance in the above stated meeting to gather information; no action will be taken by any other governmental body except by the governing body noticed above.

CITY OF BERLIN
SPECIAL COMMON COUNCIL MEEETING
STAFF REPORT

TO:	Common Council
FROM:	Jessi Balcom, City Administrator
AGENDA ITEM:	Disallow Insurance Claim
MEETING DATE:	June 9, 2026

BACKGROUND

Sherry Newbold filed an insurance claim against the City for an incident on June 17, 2025. The City's Insurance Carrier has recommended that the City disallow the claim after having reviewed the materials provided, the circumstances described, and all available information. It was determined that the claim does not present a basis for liability under applicable Wisconsin law.

Wisconsin Statute §893.80(1)(g) provides that a claim may be disallowed by the governing body and that written notice of the disallowance may be served on the claimant.

A closed session has been scheduled to allow Council to discuss the claim and further consider the recommended disallowance.

SUGGESTED MOTION

To go into closed session: Motion to convene in closed session pursuant to Wis. Stat. §19.85(1)(g) to confer with the City Attorney who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; specifically concerning the claim made by Sherry Newbold, and related legal procedures.

To disallow the claim: Motion to disallow insurance claim number WM00069206006 and provide Notice of Disallowance to Ms. Newbold and Attorney Gollick.

Statewide Services, Inc.
Claim Division

1241 John Q. Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555
877-204-9712

April 29, 2026

Berlin, City of & Berlin Emergency Medical Services
108 Capron St
PO Box 272
Berlin, WI 54923

RE: CLAIM CLOSURE- LWMMI Liability and Auto Program
Insured: City of Berlin & Berlin Emergency Medical Services
Claim Number: WM000692060006
Claimant Name: Sherry Newbold
Date of Loss: 06/17/2025

This letter serves as formal notice of the municipality's recommendation to disallow the claim submitted on June 17, 2025, pursuant to Wis. Stat. § 893.80(1)(g). After reviewing the materials provided, the circumstances described, and all available information, the municipality has determined that the claim does not present a basis for liability under applicable Wisconsin law.

Wis. Stat. § 893.80(1)(g) provides that a claim may be disallowed by the governing body, and that written notice of disallowance may be served upon the claimant. Based on the findings and the absence of evidence establishing municipal negligence or responsibility, we recommend that the City exercise its authority under this statute to disallow the claim in its entirety.

Please be advised that, under the statute, if the claimant wishes to pursue the matter further, any action must be commenced within six months after service of this notice of disallowance. Failure to do so will bar the claim.

If you have additional information you believe should be considered, you may submit it for review; however, based on the current record, the recommendation for disallowance stands.

Sincerely,

Julianne Cromey
Statewide Services Claim Department

CC: Ryan Burns

NOTICE OF DISALLOWANCE

TO: Sherry Newbold	James Gollnick
[redacted]	[redacted]

PLEASE TAKE NOTICE that on the 9th day of June, 2026, the City Council for the City of Berlin reviewed your claim pertaining to the claim of Sherry Newbold and voted to disallow it.

ALSO TAKE NOTICE that, pursuant to Wis. Stat. 893.80(1g), no action on this claim may be brought after six (6) months from the date of service of this Notice of Disallowance.

Dated this _____ of _____, 2026

_____
City Administrator/Clerk/Treasurer