

City of Beaver Dam
Administrative Committee Minutes
October 7, 2019

Chairperson Nelson called the October 7, 2019 meeting to order at 7:00 p.m. Present were Alderpersons Anderson, Appenfeldt, Burnett, Fischer, Hansen, and Shelton.

Also present for all, or part, of the meeting was Finance Director and City Clerk Wiswell, City Attorney Schacht, Police Chief Kreuziger, Mayor Glewen, Chris Higgins (Daily Citizen) and Craig Warmbold (WBEV/WXRO).

Burnett moved, seconded by Hansen, to approve the minutes of the September 16, 2019 regular meeting and the September 30, 2019 special meeting of the Administrative Committee. Motion passed. Alder Nelson abstained.

Unfinished Business

There was no unfinished business before the Committee.

New Business

City Attorney Schacht addressed the Committee about a proposed ordinance amendment relating to amending section 2-5(b), salary of mayor, in the Beaver Dam Municipal Code.

A motion was made by Burnett, and seconded by Shelton, to recommend that the Common Council approve consideration of Ordinance Amendment No. 18-2019 relating to amending section 2-5(b), salary of mayor, in the Beaver Dam Municipal Code. Motion passed.

Shelton moved, seconded by Hansen, to recommend that the Common Council approve consideration of Resolution No. 157-2019 relating to exceeding the City's borrowing limits. The motion passed.

A motion was made by Burnett, and seconded by Shelton, to recommend that the Common Council approve consideration of Resolution No. 158-2019 relating to adopting the FY 2020 Capital Budget. Fischer moved, seconded by Appenfeldt, to recommend that the Common Council post pone action on Resolution No. 158-2019 until the Council has met as a whole to review the FY 2020 Capital Budget. The motion passed.

Appenfeldt moved, seconded by Hansen, to recommend that the Common Council approve consideration of Resolution No. 162-2019 relating to approving the transfer of Clint Pieper from skilled labor mechanic in training to lead mechanic for the Department of Public Works. The motion passed.

A motion was made by Hansen, and seconded by Appenfeldt, to recommend that the Common Council approve consideration of Resolution No. 163-2019 relating to approving the transfer of Dorothy Janz from the Finance Department to the Department of Public Works. Motion passed. Alder Nelson requested to be recorded as voting no.

Burnett moved, seconded by Appenfeldt, to recommend that the Common Council approve consideration of Resolution No. 164-2019 relating to approving the transfer of Carrie Hackett from a temporary full time Account Clerk II to a regular full time Account Clerk II in the Finance Department. The motion passed.

A motion was made by Shelton, and seconded by Fischer, to recommend that the Common Council approve consideration of Resolution No. 167-2019 relating to accepting a gift from Reed Chrysler-Dodge-Jeep for the Beaver Dam Police Department and public safety supplies. The motion passed.

Burnett moved, seconded by Shelton, to recommend that the Common Council approve consideration of Resolution No. 165-2019 relating to approval of Linda M. Johnson, 209 Webster Street, Beaver Dam, WI 53916, as an Agent for Kwik Trip, #785, 1504 N. Center St., Beaver Dam, WI 53916, effective October 8, 2019. The motion passed.

A motion was made by Burnett, and seconded by Shelton, to recommend that the Common Council approve consideration of Resolution No. 166-2019 relating to approval of applications for Beverage Operator Licenses for one year for the period beginning October 7, 2019 and ending June 30, 2020 No(s): 179, Jose A. Rodriguez, 216 Cherokee Road, Beaver Dam; 180, Amanda A. Trost, 211 Seippel Boulevard, Beaver Dam; 181, Christina M. Vande Hei, 1201 Grove Street, Beaver Dam; and two years for the period beginning October 7, 2019 and ending June 30, 2021 No(s): 182, Christopher G. Adams, W6806 Blue Heron Boulevard, Fond du Lac; 183, Patricia J. Linde, 712 North Street, Beaver Dam; and 184, Laurel D. Lunde, 312 Farwell Road, Beaver Dam. The motion passed. Alder Hansen abstained.

Mr. Wiswell provided the Committee with the Third Quarter 2019 Financial Report. He also noted that the "Draft" 2020 Operating Budget for the City will be presented to the Council in the near future. Budget workshops will also be schedule at that time.

The Committee recommended, by unanimous consent, that the Common Council approve consideration of the City's bills and invoices paid as of October 5, 2019 and scheduled for Council approval.

In light of the recent resignation of the Director of Facilities and Engineering, Alder Fischer requested that the Committee be provided with a copy of the job description for this position. Alder Nelson requested that the Committee be provided with a copy of the last resolution adopted by the Common Council relating to salaries for Alders.

Burnett moved, seconded by Appenfeldt, to adjourn at 7:54 p.m. The motion carried, and the Committee stood adjourned, until Monday, October 21, 2019 at 7:00 p.m. or at the call of the Chair.

Submitted by: Jeff Wiswell,
Finance Director and City Clerk