

City of Beaver Dam, Wisconsin
ADMINISTRATIVE COMMITTEE MEETING MINUTES
Monday, November 16, 2020

Chairperson Anderson called the meeting to order at 6:01 p.m. via conference call. Present were alderpersons Appenfeldt, Burnett, Fischer, Freeby, Henriksen and Shelton. Also present for all or part of the meeting were Mayor Rebecca Glewen, Maryann Schacht, Dan Mulhern, Rob Minnema and Zak Bloom.

After presentation and discussion of same, motion by Henriksen, second by Burnett to approve the minutes from November 2, 2020. Carried by acclamation.

After presentation and discussion of same, motion by Burnett, second by Freeby to recommend approval of Resolution 135-2020 to change the hours of operation at City Hall. Carried by acclamation.

After presentation and discussion of same, motion by Burnett, second by Shelton to recommend approval of Resolution 136-2020 granting Beverage Operator Licenses. Carried by acclamation.

City Attorney Schacht presented the draft beekeeping ordinance, an ordinance amending section 42-35 allowing for issuance of beekeeping permits, an ordinance amending section 10-4 to allow bees in the city, beekeeping permit application, and letter to neighbors. Discussion continued regarding the types of bees, the number of licenses, whether the proposed \$100 fee was appropriate, and whether the period of time covered by the permit coincides with a typical beekeeping season. The City Attorney will make the necessary changes and bring the documents back to the committee for the December 7, 2020 Administrative Committee meeting.

Director of Administration Bloom presented proposed changes to the debt policy. The annual CIP borrowing limitation of \$1.6M and mill rate metric were deleted. They were replaced with a requirement that the city's total outstanding general obligation debt not exceed 65% of the statutory limit, and annual debt service not exceed 25% of total budgeted operating and maintenance expenses. The proposed changes also align with the Moody's rating scorecard, which the current policy does not. Bloom will provide a five-year lookback and five-year projection of how the proposed changes impact current debt and capital needs. The proposed policy changes and analysis will be presented at the December 7, 2020 Administrative Committee meeting.

Under items for future meeting agendas, alderperson Shelton asked to review the vacation carryover policy in regards to COVID-19 and general carryover.

Motion by Appenfeldt, second by Henriksen to adjourn the meeting at 7:00 p.m. Carried by acclamation.

Recording Secretary: Zachary Bloom, Director of Administration/City Clerk