



City of Beaver Dam, Wisconsin
Administrative Committee Meeting Minutes
205 S. Lincoln Ave;
Engineering Conference Room
Monday, December 15, 2025
6:30 PM

1) Call to Order – Roll Call

The meeting of the Administrative Committee was called to order at 6:30 p.m. by Chairperson Zach Zopp. Present: Kevin Burnett, Frank Ferree, Mick Fischer, Chris Ganske, Jack Yuds, Zach Zopp, 6. Absent: and Excused: Monica Keel, 1.

a) Approval of the December 1, 2025 Meeting Minutes

Motion by Kevin Burnett, second by Chris Ganske, to approve. Motion carried by acclamation.

b) Approval of bills between Nov 26, and Dec 11, 2025 in the amount of \$1,567,559.99

Motion by Jack Yuds, second by Frank Ferree, to approve. Motion carried by acclamation.

c) Finance Report

2) Discussion & Possible Action

a) Review and possible action regarding Transient Merchant (Direct Seller) Permit for Anthony Scuibba

Chief Kreuziger provided information on the reports received regarding incidents that have taken place with Mr. Scuibba and his crew. Motion by Mick Fischer, second by Kevin Burnett, to revoke the Transient Merchant (Direct Seller) Permit for Anthony Scuibba (Kirby). The preceding motion passed by the following vote: Ayes: Kevin Burnett, Frank Ferree, Mick Fischer, Chris Ganske, Jack Yuds, Zach Zopp, 6. Noes: None.

b) Discussion and possible action regarding skate park improvements

Discussion was held regarding the city funding the final \$5000 needed to update the skate park. The group has already raised \$30,000 and needs another \$5,000 to complete this phase of the Skate Park Improvements that are planned. The consensus of the administrative committee was to proceed with giving the funds to the skate park.

c) Discussion regarding the Animal Control Ordinance

The committee discussed items to be considered when updating the current Animal Control Ordinance. Staff will review the current fines that are given; an abatement possibility and stronger rules on dog biting incidents.

d) Discussion on background checks for elected or appointed Alderpersons

City Administrator Bierke checked with area municipalities on if they do background checks on elected or appointed positions. Most of the information gathered indicates there are several layers as to what is done and many things to consider as you look into how you screen elected or appointed positions. The consensus was to have staff work on a narrow policy about applicants to be appointed for felony screening. This policy can then be brought back to committee for review and consideration.

3) Items for Future Agendas

4) Adjourn

Motion by Kevin Burnett, second by Jack Yuds, to adjourn. Motion carried by acclamation. Chairperson Zopp adjourned the meeting at 7:26 pm.

Respectfully Submitted,
Vicky Orth
Deputy City Clerk