



City of Beaver Dam, Wisconsin
Administrative Committee Meeting Minutes
205 S. Lincoln Ave; Room 113 (Engineering)
Monday, February 2, 2026
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, Mick Fischer (online), Chris Ganske, Monica Keel, Jack Yuds, Zach Zopp, 6. Absent and excused: Frank Ferree, 1. Also in attendance were City Administrator Larry Bierke, Attorney Larry Konopacki, and Chief Kreuziger.

a) Approval of the January 5, 2026 Meeting Minutes

Motion by Chris Ganske, second by Jack Yuds, to approve.

b) Approval of bills between Jan 03, and Jan 29, 2026 in the amount of \$7,575,026.85

Motion by Kevin Burnett, second by Monica Keel, to approve. Motion carried by acclamation.

2) Discussion & Possible Action

a) Policy on Elected Official Background Checks

A draft policy regarding background checks for elected officials was presented by Administrator Bierke and Attorney Konopacki. After discussion, the committee agreed to add wording that would add a trigger for a misdemeanor offense against public trust. To date, the State has not defined these types of offenses. Bierke also indicated that there is a policy manual being created to be helpful in reviewing and updating policies in the future.

b) Alcohol Licensing Ordinance Amendment Proposal

A draft ordinance amendment regarding beverage operator licenses was presented. This amendment will be to make it more clear while considering the application of someone who may possibly be denied a license. It was also recommended to add a policy as a 2nd step to help the process of denials be more consistent. Motion by Kevin Burnett, second by Chris Ganske, to approve the amendment to the ordinance. The preceding motion passed by the following vote: Ayes: Kevin Burnett, Mick Fischer, Chris Ganske, Monica Keel, Jack Yuds, Zach Zopp, 6. Noes: None.

3) Adjourn

Motion by Kevin Burnett, second by Jack Yuds, to adjourn. Motion carried by acclamation. Chairperson Zopp adjourned the meeting at 7:10 pm.

Respectfully Submitted,

Vicky Orth

