



City of Beaver Dam, Wisconsin
Administrative Committee Meeting Minutes
205 S. Lincoln Ave; Council Chambers
Monday, September 16, 2024
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 Marck. Present: Kay Appenfeldt, Kevin Burnett, Mick Fischer, Monica Keel, Bobbi Marck, Jack Yuds, 6. Absent: Frank Ferree, 1 (excused)

a) Approval of the August 19, 2024, Meeting Minutes

Motion by Monica Keel, second by Jack Yuds, to Approve. Motion carried by acclamation.

b) Approval of bills between Aug 1, and Sept 12, 2024 in the amount of \$2,885,355.15

Motion by Jack Yuds, second by Monica Keel, to Approve. The preceding motion Passed by the following vote: Ayes: Kay Appenfeldt, Kevin Burnett, Monica Keel, Bobbi Marck, Jack Yuds, 5. Noes: None, 0. Abstain: Mick Fischer, 1.

2) Discussion & Possible Action

a) **RESOLUTION NO. 74-2024** A Resolution Charging Off Delinquent Miscellaneous Accounts Receivable

Motion by Monica Keel, seconded by Jack Yuds, to amend the amount to \$3,923.95. The preceding motion Passed by the following vote: Ayes: Kay Appenfeldt, Kevin Burnett, Mick Fischer, Monica Keel, Bobbi Marck, Jack Yuds, 6. Noes: None, 0.

b) **RESOLUTION NO. 78-2024** A Resolution Accepting Amendment Number (1) to a Proposal for Professional Services for Transit Feasibility Study with SRF Consulting Group, INC.

Motion by Kevin Burnett, second by Monica Keel, to Approve. The preceding motion Passed by the following vote: Ayes: Kay Appenfeldt, Kevin Burnett, Monica Keel, Bobbi Marck, Jack Yuds, 5. Noes: Mick Fischer, 1.

c) Discussion and Possible Action Regarding the Salary Study and Grade & Job Factors Plan

Administrator Thiel continued the discussion about the salary study that is being worked on by the subcommittee. Discussion included how the point values, grades, and job descriptions were determined. A proposed salary range for each position was presented based on current market values. More information and discussion will be presented at the budget workshop to the entire council.

3) Adjourn

Motion by Jack Yuds, second by Monica Keel, to Adjourn. Motion carried by acclamation. Chairperson Marck adjourned the meeting at 7:24 pm.