



City of Beaver Dam, Wisconsin
Meeting Minutes
205 S. Lincoln Ave; Room 113 (Engineering)
Monday, October 21, 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 Bobbi Marck. Present: Kay Appenfeldt, Kevin Burnett, Frank Ferree, Mick Fischer, Monica Keel, Bobbi Marck, Jack Yuds, 7. Absent: , 0.

a) Approval of the October 7, 2024 Meeting Minutes

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

b) Approval of bills between Oct 04, and Oct 17, 2024 in the amount of \$924,794.38

Motion by Kevin Burnett, second by Frank Ferree, to Approve. Motion carried by acclamation.

2) Discussion & Possible Action

a) Health Insurance Renewal Update

Carmen from R & R Insurance discussed the report that was sent out. Last year we received a rate cap at 10% for Dean Health Insurance. This year our rate came in with a 7.9% increase in premiums, and we negotiated it down to 6.5%. We also received a 10% rate cap for next year from Dean.

b) Discussion and Possible Action Updating the Retirement and Resignation Policy

Clerk Ferron discussed reasons why the retirement and resignation policy was being updated. This past year, we had an employee that retired with a 2-day notice and our policy and procedures did not cover that type of situation. An update to the policy and procedures read that an employee who is retiring would be required to give a 3-month notice and their planned last day worked. In the case of a resignation from the city, a 2-week notice would be given along with the planned last day worked. Failure to provide this notice would result in the employee forfeiting the City retirement benefit of converting their sick time into health insurance premium credits.

Motion by Kevin Burnett, second by Monica Keel, to Approve the updated language of policy to include the words retirement, resignation and the penalty for now following the procedure. Motion carried by acclamation. This recommendation will now be sent back to staff for a resolution to be created and brought forward.

c) Discussion and Possible Action to Recommend Establishing a Watermark Community Center Fund with the Beaver Dam Area Community Foundation Family of Funds

Jana Stephens presented information regarding this recommendation to establish a fund. Motion by Kevin Burnett, second by Monica Keel, to approve a resolution establishing a

Watermark Community Center Fund with the Beaver Dam Area Community Foundation, carried by the following roll call vote: Ayes: Kay Appenfeldt, Kevin Burnett, Frank Ferree, Mick Fischer, Monica Keel, Bobbi Marck, Jack Yuds, 7. Noes: None, 0.

d) Discussion and Possible Action Reviewing ARPA Commitments and Unspent Funds

Thiel presented an update on the current ARPA Commitments and Unspent Funds. The committee provided ideas and places the funds could be allocated to. Staff will take suggestions into consideration and bring back a resolution for approval.

3) Adjourn

Motion by Kevin Burnett, second by Monica Keel, to Adjourn. Motion carried by acclamation. Motion carried by acclamation. Chairperson Marck adjourned the meeting at 7:20 pm.

Respectfully Submitted,
Vicky Orth, Deputy City Clerk