



City of Beaver Dam, Wisconsin
Administrative Committee Meeting Minutes
205 S. Lincoln Ave; Council Chambers
Monday, December 16, 2024
7:15 PM

1) Call to Order – Roll Call

The meeting of the Administrative Committee was called to order at 7:15pm by Chairperson Zopp. Present: Kay Appenfeldt, Kevin Burnett, Frank Ferree, Mick Fischer, Monica Keel, Jack Yuds, Zach Zopp, 7. Absent: , 0.

a) Approval of the December 2, 2024 Meeting Minutes

Motion by Monica Keel, second by Frank Ferree, to approve. Motion carried by acclamation.

b) Approval of bills between Nov 27, and Dec 12, 2024 in the amount of \$722,968.49

Motion by Kevin Burnett, second by Mick Fischer, to approve. Motion carried by acclamation.

2) Discussion & Possible Action

a) **RESOLUTION NO 109-2024** A Resolution Amending Appendix A: FMLA Policy, in the City of Beaver Dam's Policies and Procedures Manual

Discussion was held regarding updating the FMLA policy to reflect a rolling year verses a calendar year. The preceding resolution was passed by the following vote: Ayes: Kay Appenfeldt, Kevin Burnett, Frank Ferree, Mick Fischer, Monica Keel, Jack Yuds, Zach Zopp, 7. Noes: None, 0.

b) Regarding Personnel Manual and Policy Update Process

3) Adjourn

Motion by Kevin Burnett, second by Monica Keel, to adjourn. Motion carried by acclamation. Chairperson Zopp adjourned the meeting at 7:29 pm.