



City of Beaver Dam, Wisconsin
Administrative Committee Meeting Minutes
205 S. Lincoln Ave; Council Chambers
Monday, May 19, 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 Zopp. Present: Kevin Burnett, Frank Ferree, Mick Fischer, Christopher Ganske, Monica Keel, Jack Yuds, Zach Zopp, 7. Absent: None. Also in attendance were City Administrator Thiel, Finance Director Larson, and Police Chief Kreuzger.

a) Approval of the May 5, 2025, Meeting Minutes

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

b) Approval of bills between May 02, and May 15, 2025 in the amount of \$825,434.50

Motion by Kevin Burnett, second by Jack Yuds, to approve. Motion carried by acclamation.

c) Finance Report

2) Discussion & Possible Action

a) A resolution granting a Class B"/Class B License to Beaver Dam 3829, Inc, (Ihop)

Motion by Zach Zopp, second by Kevin Burnett, to approve based on the condition that inspection services have approved all plans. The preceding motion passed by the following vote: Ayes: Kevin Burnett, Frank Ferree, Mick Fischer, Monica Keel, Jack Yuds, Zach Zopp, 6. Noes: None.

b) **RESOLUTION NO. 44-2025** A Resolution approving a Class "C" (WINE) License to Dam Foodies (Green and Gold Cafe)

Motion by Kevin Burnett, second by Monica Keel, to approve. The preceding motion passed by the following vote: Ayes: Kevin Burnett, Frank Ferree, Mick Fischer, Monica Keel, Jack Yuds, Zach Zopp, 6. Noes: None.

c) **RESOLUTION NO. 38-2025** A Resolution Recognizing the Change in Bargaining Unit Representation for the Beaver Dam Police Association

Motion by Kevin Burnett, second by Monica Keel, to approve. The preceding motion passed by the following vote: Ayes: Kevin Burnett, Frank Ferree, Mick Fischer, Monica Keel, Jack Yuds, Zach Zopp, 6. Noes: None.

d) **RESOLUTION NO. 41-2025** A Resolution Entering a Memorandum of Understanding with UW Madison UniverCity Alliance for a Student Course Project to Assist the City with Human Resource Updates

Motion by Monica Keel, second by Frank Ferree, to approve. The preceding motion by the following vote: Ayes: Kevin Burnett, Frank Ferree, Monica Keel, Jack Yuds, Zach Zopp, 5.

Noes: Mick Fischer, 1.

e) Regarding Review and Update of the Procurement Policy

Motion by Zach Zopp, second by Frank Ferree, to approve the procurement policy as revised to be presented to the council for approval at the next meeting.

f) Regarding a Tuition Reimbursement Personnel Policy

The committee's consensus was to have staff work on how a Tuition Reimbursement Policy would work for unrepresented employees and bring back those ideas to the committee for further discussion.

3) Adjourn

Motion by Kevin Burnett, second by Monica Keel, to adjourn. Motion carried by acclamation. Chairperson Zopp adjourned the meeting at 7:18 pm.

Respectfully Submitted,
Vicky Orth
Deputy City Clerk