



## ADMINISTRATIVE COMMITTEE AGENDA (Amended)

**Date and Time:** Monday, April 6, 2020 at 8:00AM CST  
**Location:** City Hall, 101 South Boulevard, Baraboo, WI 53913  
**Room:** C205 *Dennis O Thurow* Committee Room

**This meeting is open to the public. However, with the health concerns regarding COVID-19, anyone appearing in person will be required to socially distance themselves.**

**Remote participation at this meeting is allowed and encouraged. Committee members and the public wanting to participate remotely must dial:**

**Conference Call: 1 (414) 662-3639      Conference Code: 200 760 011#**

### Notices:

Full Paper to Members:	Alderspersons: John Ellington, Heather Kierzek & Vacant
Full Paper to Others:	Mayor, Mike Palm
Paper excluding Closed Session:	Library for subsequent posting
E-mail:	Clerks and Donna Munz
Outlook Meeting Calendar:	Administrator, Kennie Downey; City Attorney, Emily Truman; Police Chief, Mark Schauf; Finance Director, Cynthia Haggard; City Engineer, Tom Pinion; Clerk, Brenda Zeman
Citizen or other notices:	Marianne Prusiewicz, Jeffery Hinze & David Bower

1. Call to Order:
  - a. Roll call of members
  - b. Note Compliance with Open Meeting Law.
  - c. Approve minutes – February 26, 2020.
  - d. Approve agenda.
  
2. Action Items:
  - a. Consider Operator's Licenses for the following applicants:
    - i. NEW
      1. Marianne Prusiewicz, Pierces Express Market
      2. Jeffery Hinze, United Cooperative
      3. David Bower, St. Josephs, Gem City, Four Seasons
    - ii. Review and recommendation to Council to amend Section 12.02 of the Baraboo Municipal Code to have the Common Council delegate the ability to issue operator's licenses to the City Clerk.
    - iii. Review and possible recommendation to adopt an ordinance allowing remote participation at meetings.
  
3. Information Item(s):
  - a. Date and time of next meeting: May 4, 2020 at 8:15AM CST
  
4. Adjournment: Alderperson Ellington

*For more information about the City of Baraboo, visit our website at [www.cityofbaraboo.com](http://www.cityofbaraboo.com).*

Agenda prepared by Cynthia Haggard, (608) 355-2700  
Agenda Posted by Donna Munz on April 3, 2020

Any person, who has a qualifying disability as defined by the Americans with Disabilities Act and requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Baraboo City Clerk at 101

South Boulevard, Baraboo, Wisconsin or by phone (608) 355-2700 during regular business hours at least 48 hours before the meeting to ensure reasonable arrangements are made to accommodate each request.