



ETHICS COMMITTEE
Meeting Minutes
Municipal Building Council Chambers
106 Jones Street
Watertown, WI 53094
Friday, January 26, 2024 at 1:00 PM

Members Present: Brenda Kujawski, Mike Nienow and Renee Westphall

Others Present: City Attorney Steven T. Chesebro via telephone
Sandy Helwig, Paralegal

1. CALL TO ORDER

Meeting called to order at 1:01 p.m.

2. PUBLIC COMMENT

None.

3. NEW BUSINESS

A. Review and approve minutes from September 15, 2023

Renee Westphall made a motion to approve the Minutes, seconded by Brenda Kujawski. Unanimously passed.

B. Convene into closed session per Wis. Stat. Sec. 19.85(1)(h) for consideration of requests for confidential written advice from any county or municipal ethics board under s. 19.59(5) (potential conflict as a voting board member)

Renee Westphall made a motion to convene into closed session, seconded by Brenda Kujawski. Unanimously passed.

C. Reconvene into open session

Renee Westphall made a motion to reconvene into open session, seconded by Brenda Kujawski. Unanimously passed.

D. Review and take action: approval of proposed course of action in potential conflict as a voting board member

Renee Westphall made a motion to approve the course of action as stated in Attorney Koppes' letter and directed the City Attorney to draft a letter indicating the same, seconded by Brenda Kujawski. Unanimously passed.

E. Convene into closed session per Wis. Stat. Sec. 19.85(1)(h) for consideration of requests for confidential written advice from any county or municipal ethics board under s. 19.59(5) (soliciting specific donations for a fundraising project)

Renee Westphall made a motion to convene into closed session, seconded by Brenda Kujawski. Unanimously passed.

F. Reconvene into open session

Renee Westphall made a motion to reconvene into open session, seconded by Brenda Kujawski. Unanimously passed.

G. Review and take action: approve soliciting specific donations for a fundraising project

Brenda Kujawski made a motion to approve the solicitation of specific donations for a fundraising project as documented in the City's Donation Policy, seconded by Renee Westphall. Unanimously passed.

4. OLD BUSINESS

None.

5. ADJOURNMENT

Brenda Kujawski made a motion to adjourn, seconded by Renee Westphall. Unanimously passed. Meeting adjourned at 1:11 p.m.

Respectfully submitted,

Steven T. Chesebro
City Attorney

Note: The minutes are uncorrected. Any correction made thereto will be noted in the minutes of the proceedings at which these minutes are approved.