



**ETHICS COMMITTEE  
Meeting Minutes  
Municipal Building Council Chambers  
106 Jones Street  
Watertown, WI 53094  
Monday, February 27, 2023 at 3:30 PM**

**Members Present:** Brenda Kujawski, Mike Nienow and Renee Westphall

**Others Present:** City Attorney Steven T. Chesebro

**1. CALL TO ORDER**

\_\_\_\_\_ called the meeting to order at 3:30 p.m.

**2. PUBLIC COMMENT**

None.

**3. NEW BUSINESS**

**a. Explanation of Roles and Responsibilities**

**b. Election of Chairperson and Vice Chairperson**

Nominations were made for Chairperson and Vice Chairperson. Brenda Kujawski made a motion to elect Mike Nienow as Chairperson and Renee Westphall as Vice Chairperson, seconded by Renee Westphall. Unanimously passed.

**c.** Mike Nienow made a motion to convene into closed session per Wis. Stat. Sec. 19.85(1)(h) to consider request for confidential written advice from any county or municipal ethics board (distribution of gift cards City received), seconded by Brenda Kujawski.

**d.** Brenda Kujawski made a motion to reconvene into open session, seconded by Mike Nienow.

**e. Schedule Next Meeting**

The next Ethics Committee meeting will be April 21, 2023 at 1:00 PM. Location to be determined.

**4. OLD BUSINESS**

None.

**5. ADJOURNMENT**

Renee Westphall made a motion to adjourn, seconded by Brenda Kujawski. Unanimously passed. Meeting adjourned.

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.