

THE VILLAGE OF



RIDGEWAY

PUBLIC WORKS, SAFETY, AND HEALTH COMMITTEE MEETING AGENDA

June 30, 2025 at 6:30 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

CALL TO ORDER AND ROLL CALL

CONFIRMATION OF OPEN MEETING

CONSENT AGENDA

ITEMS FOR CONSIDERATION AND ACTION

1. [Ordinance 8.07 \(10\)](#)
2. Update from Marshal's office
 - Independence Day Celebration security recap
 - Deputy Clerk assistance
 - Policing comparisons
 - Squad replacement pricing
3. Fire Department Update
4. EMS Update
5. Liquor License approval procedure
6. Handicap parking 600 block of Main Street

ADJOURNMENT

Any person(s) with a qualifying disability, as defined by the Americans with Disabilities Act, that requires the meeting or material at the meeting to be in an accessible location or format, must contact the Village Clerk at the address listed above or call 608-924-5881, prior to the meeting so that any necessary arrangements can be made to accommodate each request.

- (1) Permit Required. No person, group or organization shall hold public entertainment events within the Item 1. of Ridgeway without obtaining an application from the Village Clerk, and obtaining permit approval from the Village Board.
- (2) Temporary Class B License Required. All persons, groups and organizations shall not hold public entertainment events without obtaining a Temporary Class B license issued by the Village Board.
- (3) Application. Application for such permit shall be filed with the Village Clerk along with the appropriate permit fee for each day the permit is sought. The application shall be filed 30 days prior to the proposed event. Failure to comply will result in an additional administrative fee as set forth in the Village's Fee Schedule as amended and updated from time to time.
- (4) Public Entertainment Defined. "Public entertainment" means any gathering, event, or entertainment which is held in or located at a public facility or park, which is open to the public, and where alcohol is served. "Open to the public" includes payment of an admission charge or where any collection or other means of raising money is used.
- (5) Exemptions. "Public entertainment" does not include gatherings, events, or entertainment:
- (a) Conducted by churches, schools, sporting events, or bona fide clubs where no alcohol is served or consumed; or
 - (b) Held at a personal residence provided alcohol is not being served or transferred in violation of Wis. Stat. Ch. 125; or
 - (c) Held at a business bearing a class B beer or liquor license, if the special event coordinator is satisfied that such organization provides adequate security measures necessary to protect the health and safety of the public.
- (6) Special Event Coordinator. The Ridgeway Marshal's Office/Police Department shall act as the special events coordinator unless or until changed by resolution of the Village Board.
- (7) Powers of the Special Event Coordinator. The special event coordinator shall maintain order and decency at all public entertainment events. The special events coordinator is responsible for providing security during all entertainment events when a license and security is required.
- (8) Application for Permit. The Public Entertainment Permit applicant shall provide the following information upon submission of the application:
- (a) Name, address and telephone number of the applicant; and
 - (b) The date and duration for the proposed activity or event; and
 - (c) A description of the property proposed to be used for the event; and
 - (d) An estimated number of persons attending the proposed event.
 - (e) In addition to the Public Entertainment Permit application, the applicant shall apply for a temporary "Class B" beer and/or wine cooler license, using the state application form AT-315. There shall be a fee as set forth in the Village's Fee Schedule as amended and updated from time to time payable upon submission of this application.

All applications shall be filed with the Village Clerk 30 days prior to the proposed event, and are subject to approval by the Village Board.

Item 1.

- (9) Compliance with Eligibility Standards. The organization applying for the temporary "class B" beer and/or wine cooler license shall meet the eligibility requirements of a bona fide club, association, lodge or society as set forth in Wis. Stat. § 125.26 (6), and shall fully comply with the requirements of Wis. Stat. Ch. 125.
- (10) Requirements upon Approval of the Public Entertainment Permit and Temporary "Class B" License. The organization applying for the Public Entertainment Permit and the temporary "Class B" license, upon approval, will be required to follow the following guidelines:
- (a) Fencing. All public entertainment events shall have a double fence installed around the main point of sale to control ingress and egress ("Point of Sale Area"). The double fence shall be a minimum of four feet high. A licensed operator, licensed bartender or person assigned by the special events coordinator must remain at the entrance for the purpose of checking identification prior to entry. The entrance shall be a minimum of six feet wide.
 - (b) Underage Persons Prohibited. No underage person shall enter, loiter or linger in the Point of Sale Area, unless accompanied by a parent, legal guardian or spouse who has attained the legal drinking age. No underage persons shall consume any intoxicating beverage unless accompanied by a parent, legal guardian or spouse who has attained the legal drinking age, and all such persons under the age of 21 must remain next to said parent, legal guardian or spouse at all times when consuming an intoxicating beverage.
 - (c) Licensed Operators Requirement. A licensed operator shall be stationed at all points of sales at all times. In the event that the licensed permit holder is not present a licensed bartender must be present.
 - (d) Posting of Signs and Licenses. All organizations that are issued a temporary "Class B" license shall post a sufficient number of signs stating that no alcohol shall be served to any person without proper identification.
 - (e) Regulations of Types of Containers Allowed on Public Property. It shall be unlawful for any organization to sell, dispense or serve any alcoholic beverages to any person or persons unless the beverage is served in plastic or paper cups or in the original metal can. Bottled beverages or other glass containers are prohibited.
 - (f) Open Intoxicants. No person shall bring alcohol in any form to any public entertainment function for his/her consumption or the consumption of others. No person shall carry out any alcoholic beverage from any such public entertainment function.
 - (g) Insurance. The applicant for the Public Entertainment Permit shall indemnify, defend and hold the Village of Ridgeway and its employees, agents and officials harmless against any and all claims arising from injury or death of any person, or any damage to property caused by or resulting from or in any way related to the activities for which the permit is granted. The applicant may also be required to furnish a certificate of comprehensive general liability insurance or a performance bond prior to being granted the permit.
 - (h)

Waiver. The Village of Ridgeway Board may modify the requirements of this section due to the physical characteristics of the site.

Item 1.

- (i) Disposal of Alcoholic Beverages. It shall be the permit holder's responsibility to ensure that all alcoholic beverages and containers and trash are cleaned up immediately following the event.

(11) Fees.

- (a) Public Entertainment Permit Fee. The fee for the Public Entertainment Permit shall be as set forth in the Village's Fee Schedule as amended and updated from time to time, and all applicants and permit holders will be required to comply with all requirements of this ordinance and pay for all expenses and deposits set forth herein.
- (b) Temporary "Class B" Beer and/or Wine Cooler License Fee. The fee as set forth in the Village's Fee Schedule as amended and updated from time to time.
- (c) Security Fee. It shall be the permit holder's responsibility to provide the special event coordinator with the approximate number of attendees for any proposed public entertainment event. The special event coordinator will arrange for the security at the event. The permit holder will be charged for any security needed for the event. The security charge will be based on the approximate number of attendees at a ratio of one police officer for every 50 anticipated guests present. The special event coordinator will provide a written estimate of the cost to the permit holder prior to the public entertainment event. The permit holder may provide their own security but this may not be substituted for any police officers required to be present. All security fees must be paid prior to the event. Failure to pay such security fees in advance or providing any false or misleading information may result in the Public Entertainment Permit or Temporary "Class B" License being revoked and having the event shut down by the special event coordinator.

(12) Penalties. Failure to comply with any provision of this ordinance will result in the following:

- (a) The special event coordinator will revoke the Public Entertainment Permit and/or the Temporary "Class B" License and shut down the event.
- (b) The permit holder/licensee will be fined \$500.00 for non-compliance.
- (c) Failure to comply with Section 9 (l) will result in a clean-up fee of \$500.00 charged to the permit holder/licensee.

(Am. Feb. 7, 2011, Eff. March 7, 2011; Am. May 13, 2009)