



LICENSING BOARD MEETING MINUTES

WEDNESDAY, MARCH 12, 2025 AT 4:15 PM

**WATERTOWN MUNICIPAL BUILDING - 106 JONES STREET, WATERTOWN, WI 53094 ROOM
2044 UPPER LEVEL**

The Licensing Board met on the above date and time in person at the Municipal Building 106 Jones St. in Room 2044 and via Zoom. The following members were present: Mayor McFarland, Ald. Blanke, Erin Schroeder and Cheri Martin. Absent was Ald. Smith. Staff present were: Police Chief David Brower, City Attorney Steven Chesebro and City Clerk Megan Dunneisen. Other members of the public were also present.

- 1. CALL TO ORDER** Mayor McFarland called the meeting to order at 4:17 p.m.
- 2. REVIEW AND APPROVE MINUTES**
 - A. Martin made a motion to approve the Licensing Board minutes from February 12, 2025, seconded by Schroeder and carried by unanimous voice vote.
- 3. BUSINESS**
 - A. Schroeder made a motion to approve the application for a Temporary "Class B" Wine and Temporary Class "B" license from Watertown Riverfest Inc at Riverside Park, 812 Labaree St, for the Watertown Riverfest 2025 event from Thursday, August 7, 2025 through Sunday, August 10, 2025, seconded by Martin and carried by unanimous voice vote.
 - B. Mayor McFarland made a motion to approve the application from JDTH LLC DBA D&J's Sports Bar (Jerry Heller, agent) to transfer a "Class B" Malt and Liquor License from 215 S Third St to 301 E Main St for licensing year July 1, 2024 – June 30, 2025 conditioned on city inspections being complete, sellers permit submitted to the clerk, and surrender of the current liquor license issued to 301 E Main St, seconded by Schroeder and carried by unanimous voice vote.
 - C. Ald. Blanke made a motion to establish deadlines for liquor license applications to be filed with the City Clerk for agenda placement to be no later than Monday of the week prior to the Licensing Board meeting, seconded by Martin and carried by unanimous voice vote.
 - D. Chief Brower gave an update on the Tequila Nights demerit points agreement.
- 4. REPORTS**
 - A. Special Events List was presented.
 - B. Monthly Operator's List was presented.
 - C. Monthly Police Report was presented.
- 5. ADJOURNMENT** Ald. Blanke made a motion to adjourn the meeting at 4:56 p.m., seconded by Schroeder and carried by unanimous voice vote.

Respectfully submitted,

Megan Dunneisen, City Clerk