



## LICENSING BOARD MEETING MINUTES

WEDNESDAY, NOVEMBER 13, 2024 AT 4:15 PM

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

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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. Smith, Blanke, Erin Schroeder. Absent was Cheri Martin. 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 4:19 pm
2. **REVIEW AND APPROVE MINUTES**
  - A. Ald. Blanke made a motion to approve the Licensing Board minutes from September 11, 2024, seconded by Schroeder and carried by unanimous voice vote.
3. **BUSINESS**
  - A. Ald. Blanke made a motion to approve the application for a “Class A” Malt and Liquor License from Watertown Liquor Depot LLC DBA Liquor Depot (Hydn Heisel, Agent) located at 1907 Market Way Ste C with conditions of passed inspection from the Police and Fire Departments, seconded by Ald. Smith. Discussion by Ms. Heisel, co-owner Ms. Hobbs, and their representative Attorney Randall including the removal of prior applicant Ashraf Mustafa on the liquor application, business organization, and building lease. Owners are working to get premise ready for inspection and have been in contact with Police and Fire. Motion carried by unanimous voice vote.
  - B. Schroeder made a motion to approve the application for Temporary "Class B" Wine license from St. Jude Academy Inc at Watertown Moravian Church at 510 Cole St for the St. Jude Academy Benefit Event event on Friday, December 6, 2024 from 6:00 pm to 9:00 pm subject to event staff having a licensed bartender on premise during the event, second by Ald. Smith and carried by unanimous voice vote.
  - C. Schroder made a motion to convene into closed session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for operator license: Jessica L Raatz, seconded by Ald. Blanke and carried by roll call vote of: Yes;4 (Schroeder, Smith, Blanke, McFarland): No;0.
  - D. Ald. Smith made a motion to reconvene to open session, seconded by Ald. Blanke and carried by unanimous voice vote.
  - E. Ald. Smith made a motion to deny the application for operator's license from Jessica L Raatz due to Cat. I of the licensing guidelines, seconded by Ald. Blanke and carried by unanimous voice vote.
4. **REPORTS**
  - A. Special Events List was presented.
  - B. Monthly Operator's List was presented.

C. Monthly Police Report was presented – 10 out of 40 establishment failed the underage compliance check – PD offering Bartender Awareness course – a refresher course and a way for establishments to earn points back.

5. **ADJOURNMENT** Schroeder made a motion to adjourn, seconded by Ald. Blanke and carried by unanimous voice vote at 5:02 pm.

Respectfully submitted,

Megan Dunneisen, City Clerk

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.