



## LICENSING BOARD MEETING MINUTES

WEDNESDAY, MAY 15, 2024 AT 4:15 PM

**WATERTOWN MUNICIPAL - 106 JONES STREET, WATERTOWN, WI 53094 ROOM 0041**

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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 0041 and via GoToMeeting. The following members were present: Mayor McFarland, Ald. Blanke, Ald. Smith, Erin Schroeder, and Cheri Martin. Staff present were: Police Chief David Brower, City Attorney Steven Chesebro (virtual), Town Square Coordinator Steph Juhl, Park and Rec Director Kristine Butteris, City Clerk Megan Dunneisen, and Deputy Treasurer/Clerk Sheri Rohr.

1. **CALL TO ORDER** Mayor McFarland called the meeting to order at 4:17pm.

2. **REVIEW AND APPROVE MINUTES**

- A. Ald. Smith made a motion to approve the Licensing Board minutes from April 10, 2024, seconded by Ald. Blanke and carried by unanimous voice vote.

3. **BUSINESS**

- A. Ald. Smith made a motion to table the Application for a "Class A" Malt and Liquor License from VAM United Inc DBA Watertown Mart (Poojaben Patel, Agent) located at 330 Summit Ave (currently licensed to PNJ Enterprises LLC - Watertown BP Mart) to allow time for the applicant to purchase the building, seconded by Schroeder and carried by unanimous voice vote.
- B. Ald. Blanke made a motion to approve the application for Temporary Class "B" Beer and Temporary "Class B" Wine license from Fiesta Cultural.org at Bentzin Family Town Square for the Fiesta at the Park event on Saturday, August 31, 2024, seconded by Martin and carried by unanimous voice vote.
- C. Ald. Smith made a motion to approve the application for Temporary Class "B" Beer license from Watertown Main Street Program at Bentzin Family Town Square for the Summer Concert Series event on Saturday, June 8, 2024, seconded by Martin and carried by unanimous voice vote.
- D. Martin made a motion to approve the applications for Temporary Class "B" Beer Licenses for the Watertown Craft Beer & Seltzer Walk event hosted by Watertown Main Street Program on July 13, 2024, during the hours of 1:00 p.m. and 4:00 p.m. Locations include: Zoh!2 Salon Suites, 202 W Main St; Fuelify, 114 N Water St; Bradow Jewelers, 217 E Main St; Brown's Shoe Fit Co, 212 E Main St; Central Block Kitchen & Design, 300 E Main St; Latte Donatte, 501 E Main St; Literatus & Co, 401 E Main St; White Oak Builders, 14 E Main St; Wilder's Plants & More, 314 E Madison St; and Ava's A Posh Boutique, 209 E Main St., seconded by Ald. Blanke and carried by unanimous voice vote.
- E. Martin made a motion to approve the application for Temporary Class "B" Beer license from Watertown Moose Lodge 830 at 1222 Juneau St. for the Car Show event on Thursday, June 13, 2024, **seconded by Schroeder**. Dunneisen made note of the conversation with Mr. Godfroy about the Moose Lodge already holding a license and that the two premises cannot be crossed with alcoholic beverages. Additionally, any beer bought for the event must be purchased under the temp "B" license. Motion carried by unanimous voice vote.
- F. Ald. Smith made a motion to approve the application for Temporary Class "B" Beer license from Whitetails Unlimited at Bentzin Family Town Square for the Summer Concert Series events on Saturday, August 17, and Saturday, August 24, 2024, seconded by Schroeder and carried by unanimous voice vote.
- G. Dunneisen gave an update on the License amendment for Little Italy LLC - Change in DBA name to Old House Bar & Grill.
- H. Ald. Blanke made a motion to approve the request for a Producer Full-Service Retail Sales to sell beer and wine from BrewFinity Brewing for Thirsty Thursdays Beer Garden Series at Bentzin Family Town Square on June 13, July 11, August 15, and September 12, 2024, during the hours of 5pm - 9pm and for the Summer Concert Series on June 15, 2024, from 5pm - 9pm, seconded by Martin. Information included in packets on the changes from Act 73 being passed last year that includes breweries and distilleries being able to operate full-service off-site retail locations. If approved by the governing body, the submitted application is signed and given back to the brewery to submit to the State for the permit. Schroeder asked if the city received any revenue for these events, Park and Rec director Kristine Butteris indicated that the

cost to vendors is \$250 per event. Schroeder asked if the brewery is subject to health inspections, Park and Rec indicated they would ask the Health Department and follow up. Additional questions were asked about the Town Square policy for vendors, Mayor McFarland advised to direct these questions to Park and Rec at the Town Square Programming Committee. Motion passed by voice vote of: Yes; 4, No;1(Schroeder).

- I. Schroeder made a motion to table the following items until the next Licensing Meeting due to not having all required information: item I. renewals of the following COMPLETED license applications (Exhibit A): "Class B" Combination Malt and Liquor Licenses "Class A" Malt Licenses "Class B" Malt Licenses "Class C" Wine Licenses "Class A" Combination Malt and Liquor Licenses, item J. renewals of Secondhand Article / Jewelry Licenses (Exhibit B), and item K. incomplete/not recieved renewals of the following (Exhibit C): "Class B" Combination Malt and Liquor Licenses "Class A" Malt Licenses "Class B" Malt Licenses "Class C" Wine Licenses "Class A" Combination Malt and Liquor Licenses, seconded Ald. Smith and carried by unanimous voice vote.
- L. Ald. Smith 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: Brandan S Jolliff, seconded by Schroeder and carried by roll call vote of: Yes - 5 (Smith, Schroeder, Martin, Blanke, McFarland); No – 0.
- M. Schroeder made a motion to Reconvene to open session, seconded by Martin and carried by unanimous voice vote.
- N. Ald. Blanke made a motion to deny the application for operator's license from Brandan S Jolliff due to Cat. I of the Watertown Licensing Guidelines, seconded Ald. Smith 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.

- 5. ADJOURNMENT** Martin made a motion to adjourn the meeting at 5:00 p.m., seconded by Schroeder and carried by unanimous voice vote.

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.