



LICENSING BOARD MEETING AGENDA

WEDNESDAY, SEPTEMBER 14, 2022 AT 4:15 PM

WATERTOWN MUNICIPAL BUILDING - 106 JONES STREET, ROOM 0041

In-Person: Watertown Municipal Building 106 Jones Street Room 0041

Virtually: <https://meet.goto.com/496523101> or by calling: +1 (646) 749-3129

Access Code: 496-523-101

1. CALL TO ORDER

2. REVIEW AND APPROVE MINUTES

- A. Licensing Board meeting minutes from August 10, 2022

3. BUSINESS

- A. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such a person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or 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 paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held to discuss specific licenses: Application for operator license: Andres Contreras Lopez and Miquel Guadalajara Jr.
- B. Reconvene to open session
- C. Review and take action: application for operator's licenses from Andres Contreras Lopez and Miguel Guadalajara Jr.
- D. Review Special Events from Clerk's Office
- E. Review Operator's List from Clerk's Office
- F. Review Police Report from Police Department

4. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@CityofWatertown.org, phone 920-262-4006

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

LICENSING BOARD

Wednesday, August 10, 2022

The Licensing Board met on the above date at 4:15 p.m. in person at the Municipal Building 106 Jones St in Room 0041 and via GoToMeeting. The following members were present: Mayor McFarland, Ald. Bartz, Ald. Smith and Erin Schroder. Absent: Cheri Martin Staff present were: Chief Kaminski

1. **Call to order.** Mayor McFarland called the meeting to order at 4:17 p.m.
2. **Review and approve minutes.** Ald. Bartz moved to approve the minutes of July 13 as presented, seconded by Ald. Smith and carried by unanimous voice vote.
3. **Business**
 - A. Review and take action: application for "Class A" Retail License for the Sale of Fermented Malt Beverages and/or Intoxicating Liquor from Pine Hill Farm Wellness LLC, DBA Pine Hill Farm 200 W. Main Street. (Jacalyn Philips, Agent) Mayor McFarland presented the application for consideration and noted this is for their new location. Schroder moved to approve the application as stated, seconded by Bartz and carried by unanimous voice vote.
 - B. Review and take action: application for Temporary Premises Amendment by Local Waters, 109 S. Third Street (Kara Pugh, Agent) on Sat October 8th, 2022, 11am-11pm.
Ms. Pugh was present to explain her desire to have an event outside of Local Waters; she is first trying this behind her building in hopes it goes well and can be held in front of the bar in the future. This event will be for an Oktoberfest type event. Ms. Pugh talked through the map and spoke about the fencing and entry/exit points. Chief Kaminski stated there were concerns about Drafty Cellar having a tent space there. Ms. Pugh shared she is employing Drafty Cellar employees for that evening, she is doing the ordering, and they are selling the product she ordered. Discussion ensued about entry and exit points; Chief Kaminski shared that if she does an entry/exit in the fencing/parking lot that would be acceptable as long as there is an employee monitoring that point of entry/exit. Discussion also ensued about a special event permit; Mayor McFarland shared she instructed Ms. Pugh to apply for one because it is a city parking lot; if that is incorrect, we will take back the special event permit. There was then discussion about outdoor music; Chief Kaminski shared that the limitation for sound is four hours in a 24 period and no more than four events in a month. Ald. Bartz moved to approve the application as stated, seconded by Schroeder and carried by unanimous voice vote.
 - C. Convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board of commission or the investigation of charges against such a person or considering the grant or denial of tenure for a university faculty member or other public employee or 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 paragraph and par. (f) do not apply to such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held to discuss specific licenses:
Application for operator license: Kiesha Demetropoulos and Andres Contreras Lopez.
Motion by Schroeder, seconded by Ald. Smith to go into close session and carried by roll call (all in favor)
Motion by Schroeder, seconded by Ald. Bartz to return to open session and carried by roll call (all in favor)
 - D. Reconvene to open session

- E. Review and take action: application for operator's licenses from Kiesha Demetropoulos and Andres Contreras Lopez. Schroeder moved to deny the applications, seconded by Ald. Smith and carried by unanimous voice vote.
 - F. Review: Special Events report from Clerk's office. A report was provided and there were no questions.
 - G. Review Operator's List from Clerk's office. A report was provided and there were no questions.
 - H. Review Police Report from Police Department. The chief provided a report.
4. **Adjournment.** Erin Schroeder moved to adjourn the meeting, seconded by Ald. Smith, and carried by voice vote at 4:54 p.m.

Respectfully submitted,

Emily McFarland, Mayor

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

CLERK'S OFFICE - Link all applications/licenses/letters (those filled in with green color are complete)

Section 3, Item D.

DATE RECEIVED	DATE OF EVENT	EVENT NAME and ORGANIZATION (Attach Application Here)	Permit #	City Sponsore d Event	ALCOHOL	TEMP B LICENSE APPROVED	INSURANCE NEEDED	LETTER SENT DATE	ANY OTHER PERMITS NEEDED	TYPE OF OTHER PERMIT	CLERK'S OFFICE NOTES	Approval/D enial and Date
7/14/2022	9/14/2022	Jefferson County Workforce Development Center (Watertown Job Fair)	2022-30	No	No		No	8/19/2022	No	N/A	7/14 Is Insurnace needed for this? TH	Approved 8/16/22
7/25/2022	9/23/2022	Watertown Homecoming Parade	2022-31	No	No		Yes	8/19/2022	No	N/A	7/29 received updated COI emld Steven. TH 7/25 Emld the applicant that	Approved 7/29/22
7/29/2022	9/1/2022	yes! Watertown (yes! Rocks the River)	2022-32	No	No		Yes	emailed and mailed 08/24/22 sl	Yes	Food	needed. TH Organization decided not to sell alchohol. Please see	Approved 8/24/22
8/1/2022	9/17/2022	Watertown PD (Donut Dash)	2022-33	Yes	No		No	No Letter Needed	No	No		
8/8/2022	9/11/2022	St. Marks Lutheran Church (God's People Gather)	2022-34	No	No		Yes	8/23/2022	No	N/A		Approved 8/16/22
8/8/2022	9/28/2022	Marquardt Village (Marquardt Village Homecoming Parade)	2022-35	No	No		Yes		No	N/A		
8/9/2022	9/10/2022	b-CAUSE We Care, Inc. (Freedom Ride)	2022-36	No	No		No	8/23/2022	No	N/A		Approved 8/16/22
8/10/2022	10/8/2022	Local Waters (Oktoberfest)	2022-37	No	Yes	Temporary Premises Amendment Approved 8-16-22	Yes		No	N/A		
8/23/2022	10/29/2022	Moose Lodge - Trunk or Treat	2022-38	No	No		No		No	N/A		
8/25/2022	11/24/2022	Run Turkey Run 5k	2022-39	No	No		Yes		No	N/A		
8/26/2022	9/18/2022	Navy Band Concert	2022-40	No	No		Yes	Being sent tomorrow	No	N/A	08/26: CLVM advising map needed SL 08/29: Judy called asking if they are able to get out posters advertising the event.	Approved 9/7/22

CLERK'S OFFICE - Link all applications/licenses/letters (those filled in with green color are complete)

Section 3, Item D.

DATE RECEIVED	DATE OF EVENT	EVENT NAME and ORGANIZATION (Attach Application Here)	Permit #	City Sponsore d Event	ALCOHOL	TEMP B LICENSE APPROVED	INSURANCE NEEDED	LETTER SENT DATE	ANY OTHER PERMITS NEEDED	TYPE OF OTHER PERMIT	CLERK'S OFFICE NOTES	Approval/D enial and Date
6/15/2022	9/17/2022	Heroes for Heroes (Heroes for Heroes 5K Run)	2022-23	No	No	No	Yes	44796	Yes	Transient	6-15 COI will follow closer to event. TH	Approved 8/4/22

Report Criteria:

License Type.Description = "Operator's License"

License.License issued date = 08/01/2022-08/31/2022

Business Name	Works At	Mailing Address 1	Mailing City	Mailing State	Mailing Zip	Date of Birth	License Issued Date
Alejandra Guerra	A One Oil LLC dba BP	103 Loeb Ln #10	Watertown	WI	53094	01/18/1993	08/19/2022
Amanda L Hady	Sarasota Inc. -- dba Rose Garden Cafe & Pizzeria	1153 Boughton St #14B	Watertown	WI	53094	04/27/1988	08/19/2022
Andrew P Farrow	Aldi, Inc. (Wisconsin) dba Aldi #26	W319 Golden Lake Park Cir	Oconomowoc	WI	53066	03/12/1993	08/19/2022
Ashley L Fuchs	Rose Garden	N7512 Cty Rd N	Johnson Creek	WI	53038	09/30/1993	08/19/2022
Brandon C Timmel	Uptown of Water town LLC--dba The Uptown of Watertown	1504 S Ninth St	Watertown	WI	53094	10/30/2000	08/19/2022
Bruce C Pine	Dons Pub	525 Hall St	Watertown	WI	53094	06/08/1964	08/19/2022
Christine A Pontrelli	SPEEDWAY LLC - dba Speedway#4178	929 Owen St	Lake Mills	WI	53551	08/31/1964	08/19/2022
Jackson Williams	Riverview	N9591 Boje Ct	Watertown	Wisconsin	53094	02/09/2003	08/25/2022
Jamie S Pupanek	Rose Garden	415 E Division St	Watertown	WI	53094	10/01/1978	08/19/2022
Janice L Hoppe	Dons Pub	1607 River Dr Apt A	Watertown	WI	53094	11/14/1953	08/19/2022
Jonathan Furlong	Elias Inn, Inc. -- dba Elias Inn	813 S Third St	Watertown	WI	53094	11/10/1969	08/25/2022
Joshua Perschke	BiSMARKS	633 Brookstone Way	Watertown	Wisconsin	53094	01/27/1981	08/25/2022
Kevin Clifford		504 Rockview Ct	Watertown	WI	53094		08/24/2022
Lindsay M Miers	Wade Creek Inves tments LLC-dba Gasthaus	525 Bayfield Dr	Jefferson	WI	53549	08/01/1976	08/19/2022
Madysen McWilliam	Rusty Nail	139 W Candise St	Jefferson	Wisconsin	53549	09/24/2001	08/25/2022
Michelle L Higgins	Rose Garden	N8215 High Rd	Watertown	WI	53094	12/22/1993	08/19/2022
Otilia M Madrid	Cheng Yang & Xao Yang--dba Yanger's	1302 Allerman Dr	Watertown	WI	53094	10/15/1974	08/25/2022
Paola Montenegro	Marias	1340 N Fourth St #9	Watertown	WI	53098	05/01/1996	08/19/2022
Sidney M Chartier	Three Ducks Pub LLC dba Three Ducks Pub	318 Union St	Watertown	WI	53098	06/18/1995	08/25/2022
Spencer D DeSandre	DNR Pour House	406 N Church St	Watertown	WI	53098	07/12/1993	08/19/2022
Steven L Jensen	Craig &Jeff Perschke, LLC - Bismarck's Bar & Grill	N1022 Second Street Rd	Watertown	WI	53098	04/19/1951	08/19/2022
Tammie M Hines	Rose Garden	320 N Montgomery St Apt B	Watertown	WI	53098	05/02/1967	08/19/2022
William T M Nick	Shell	504 S Eighth St	Watertown	WI	53094	02/06/1997	08/19/2022
Zachery T Britten	MEEGI five LLC dba -- Run-Inn Erin's	108 Boomer St	Watertown	WI	53094	03/21/1993	08/25/2022