



## LICENSING BOARD MEETING AGENDA

WEDNESDAY, JANUARY 11, 2023 AT 4:15 PM

WATERTOWN MUNICIPAL BUILDING - 106 JONES STREET, ROOM 0041

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**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 December 14, 2022

### 3. BUSINESS

- A. Review and take action: application for temporary "Class B"/Class "B" license from Luther Preparatory School Booster Club for Luther Prep Auction Gala XVII, 1300 Western Ave (gym) on April 22, 2023, 5:00 P.M - 12:00 A.M
- B. Review and take action: agent change for Kwik Trip, 1731 S Church Street, Watertown WI 53098 from Linda Lippens to Edith Uttech
- 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 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: Jennifer Davis
- D. Reconvene to open session
- E. Review and take action: application for operator's licenses from Jennifer Davis
- F. Review Special Events from Clerk's Office
- G. Review Operator's List from Clerk's Office
- H. 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](mailto: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

Thursday, December 14, 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, Cheri Martin, and Erin Schroder. Staff present were: Police Chief Robert Kaminski, City Attorney Steven T. Chesebro, and Deputy Treasurer/Clerk Sheri Larson.

1. **Call to order:** Mayor McFarland called the meeting to order at 4:15 p.m.
2. **Review and approve minutes:** Ald. Smith moved to approve the minutes of November 10, 2022, and as presented, seconded by Ald. Bartz, and carried by unanimous voice vote.
3. **Business:**
  - A. **Review and Take Action:** Application for "Class B" Malt and Liquor License for The Range LLC D/B/A Kiss My Axe located at 107 E. Main Street, Watertown WI 53094 (Agent, Jorge Monterrey). Ald. Smith moved to approve the license for the lower and main level, seconded by Ald. Bartz. After further discussion by Licensing Board regarding potential concerns, motion carried by voice vote: Yes-4; No-1.
  - B. **Review and Take Action:** Agent change for Walmart, 1901 Market Way, Watertown WI 53094 to Michael Rupnow. Ald. Smith moved to approve the change, seconded by Martin and carried by unanimous voice vote.
  - C. **Review:** Police Report from Police Department. The chief provided a report. Brief discussion on requiring operational cameras in licensed establishments. Further internal discussion required.
  - D. **Review:** Special Events Report from Clerk's Office. A report was provided. No questions. Internal update we're reviewing.
  - E. **Review:** Operator's List from Clerk's Office. A report was provided and there were no questions.
4. **Adjournment:** Martin moved to adjourn the meeting, seconded by Ald. Bartz, and carried by unanimous voice vote at 5:07 p.m.

Respectfully submitted,

Sheri Larson, Deputy Treasurer/Clerk

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

# Application for Temporary Class "B" / "Class B" Retailer's License

Section 3, Item A.

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 12/19/2022

☐ Town ☐ Village ☒ City of Watertown

County of Jefferson

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats. 5pm-12am per call w/ Sue

at the premises described below during a special event beginning 04/22/2023 and ending 04/22/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

## 1. Organization (check appropriate box) →

- ☒ Bona fide Club ☐ Church ☐ Lodge/Society  
☐ Veteran's Organization ☐ Fair Association or Agricultural Society  
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Luther Preparatory School Booster Club

(b) Address 1300 Western Ave  
(Street)

☐ Town ☐ Village ☒ City

(c) Date organized 12/01/2006

(d) If corporation, give date of incorporation \_\_\_\_\_

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Kirk Fisch - 1300 Western Ave

Vice President Sarah Bortulin - 1300 Western Ave

Secretary Sue Boulden - 1300 Western Ave

Treasurer Becca Palacios - 1300 Western Ave

(g) Name and address of manager or person in charge of affair: Sue Boulden-Chairperson  
1300 Western Ave Watertown, WI 53094

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 1300 Western Ave Gym

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: gym

## 3. Name of Event

(a) List name of the event Luther Prep Auction Gala XVIII

(b) Dates of event 04/22/2023

## DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Sue Boulden  
(Signature / Date)

bouldese@lps.wels.net

Luther Prep School Booster Club  
(Name of Organization)

Date Filed with Clerk 12/22/22

Date Reported to Council or Board 1/11/2023

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

**CLERK'S OFFICE - Link all applications/licenses/letters (those filled in with green color are complete) 2023**

DATE RECEIVED	DATE OF EVENT	EVENT NAME and ORGANIZATION (Attach Application Here)	Permit #	City Sponsored Event	Year of Event	ALCOHOL	TEMP B LICENSE APPROVED	INSURANCE NEEDED	LETTER SENT DATE	ANY OTHER PERMITS NEEDED	TYPE OF OTHER PERMIT	CLERK'S OFFICE NOTES
9/16/2022	3/18/2023	<a href="#">Watertown Jig Jog - Educational Foundation of Watertown</a>	2023-001	No	9	No	N/A	Yes		Yes	Food	

## Report Criteria:

License Type.Description = "Operator's License"

License.License issued date = 12/01/2022-12/31/2022

Business Name	Works At	Mailing Address 1	Mailing City	Mailing State	Mailing Zip	Date of Birth	License Issued Date
Amber K Romprey	Pick n save	1216 River Dr	Watertown	WI	53094	06/23/1982	12/05/2022
Amber Mallow	Pick n save	1320 Randolph St	Watertown	WI	53094	04/21/1987	12/05/2022
Kristy Grohall		W7960 County Rd Q	Watertown	WI	53098		12/06/2022
Leigh Parker	D&J Sports Bar	113 1/2 N Maple St	Watertown	WI	53094	04/15/1976	12/13/2022
Lucus J Riedl	Clark	N8656 Cty Rd E	Watertown	WI	53094	01/29/1981	12/13/2022
Roger Weihert		W3741 County Road O	Watertown	WI	53098	12/06/1972	12/05/2022
Satpal		508 Spring St	Watertown	WI	53094	06/28/1991	12/07/2022
Stephanie L Strang	WALmart	617 Cole St	Watertown	WI	53094	07/05/1968	12/05/2022
Susan L Braatz	Rusty Nail	615 Mary Knoll Ln	Watertown	WI	53098	04/15/1966	12/05/2022