



LICENSING BOARD MEETING AGENDA

WEDNESDAY, APRIL 12, 2023 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 March 8, 2023

3. BUSINESS

- A. Review and take action: application for Temporary Class "B" License for the Town Square Grand Opening by Watertown Rotary Club on May 20, 2023
- B. Review and take action: application for Temporary Class "B" License for Watertown Riverfest by Watertown Riverfest Inc. on August 10, 2023 - August 13, 2023
- C. Review and take action: Temporary Premises Amendment application by Erin Schroeder for Run-Inn Erin's 700 N 4th St. for the dates May 8, 15, 22, 2023, June 5, 12, 18, 26 2023, July 10, 17, 24, 31, 2023, and August 7, 14, 21, 2023 during the hours of 6:00 pm - 10:00 pm
- 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 March 8, 2023

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 Schroeder. Virtually attending was Cheri Martin. Staff present were: Police Chief Robert Kaminski, Assistant Police Chief Ben Olson, City Attorney Steven T. Chesebro, and City Clerk Megan Dunneisen.

1. **Call to order:** Mayor McFarland called the meeting to order at 4:15 p.m.
2. **Review and approve minutes:** Ald. Bartz moved to approve the minutes of January 11, 2023, and as presented, seconded by Ald. Smith, and carried by unanimous voice vote.
3. **Business:**
 - A. Review and take action: applications for Temporary "Class B" Licenses for the Whiskey and Wine Walk event hosted by Watertown Chamber of Commerce on April 29, 2023, during the hours of 9am-5pm. Locations include Ava's Posh Boutique, 209 E. Main St., Bradow Jewelers, 217 E. Main St., Cental Block, 416 E. Main St., Chandler House Bakery, 411 E. Main St., Draeger's Floral, 616 E. Main St., Literatus & Co, 401 E. Main St., and Studio 9, 9 E. Main St. (all other locations are licensed establishments). Motion by Ald. Smith to approve the above listed licenses, seconded by Schroeder and carried by unanimous voice vote.
 - B. **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: Operator License: Elizabeth Bergemann Motion by Ald. Bartz, seconded by Schroeder to proceed into closed session and was carried by roll call vote (all in favor).
 - C. **Reconvene to open session:** Motion by Schroder, seconded by Ald. Smith to return to open session and was carried by roll call vote (all in favor).
 - D. **Review and take action:** application for operator's licenses from Elizabeth Bergemann. Ald. Smith made a motion to deny the operator's license based on

guidelines of the Watertown Licensing Board Category V, seconded by Ald. Bartz and carried by unanimous voice vote.

- E. **Review:** Special Events report from Clerk's office. A report was provided and there were no questions.
 - F. **Review:** Operator's List from Clerk's office. A report was provided and there were no questions.
 - G. **Review:** Police Report from Police Department. The chief provided a report.
4. **Adjournment:** Ald. Smith moved to adjourn the meeting, seconded by Schroeder, and carried by unanimous voice vote at 4:35 p.m.

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.

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

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

FEE \$ 10.00

Application Date: 4/5/23

☐ Town ☐ Village ☒ City of Watertown

County of _____

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.

at the premises described below during a special event beginning 11 AM 5/2/23 and ending 5 PM 5/2/23 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 Watertown Rotary Club

(b) Address PO Box 34, Watertown WI 53097

(c) Date organized 1923 Dec. 31, 1923

(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 John Mathews 375 W River Wood PKwy Mt E WI 53212

Vice President _____

Secretary Dave Lang 617 Sweetbriar Ln. Watertown WI 53097

Treasurer Bill Oswald 915 Richards Ave Watertown WI 53097

(g) Name and address of manager or person in charge of affair: Bonnie Harte
612 Oakwood Watertown WI 53097

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 1 West Main St.

(b) Lot _____ Block 100

(c) Do premises occupy all or part of building? n/a

(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: _____

3. Name of Event

(a) List name of the event Town Square Grand Opening

(b) Dates of event May 20th 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

[Signature] 4/5/23
(Signature / Date)

Watertown Rotary Club
(Name of Organization)

Date Filed with Clerk 4.5.2023

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

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

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

FEE \$10.00

Application Date: 03/31/2023

☐ 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.

at the premises described below during a special event beginning 08/10/2023 and ending 08/13/2023 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 Watertown Riverfest Inc.

(b) Address 400 N Washington St., Watertown
 (Street)

☐ Town ☐ Village ☒ City

(c) Date organized 01/24/2023

(d) If corporation, give date of incorporation 01/24/2023

(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 Jonathan Lampe, 400 N Washington St., Watertown WI 53098

Vice President Aaron Zimmermann, N8949 Michael Ln., Watertown WI 53094

Secretary Robin Kaufmann, W2681 Rock River Paradise, Watertown, WI 53094

Treasurer Alyse Talaga, 501 Pine Hollow Pl., Watertown, WI 53094

(g) Name and address of manager or person in charge of affair: Karah Pugh, N8535 Hustiford Rd., 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 812 Labaree St (Riverside Park)

(b) Lot Block

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

(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:

3. Name of Event

(a) List name of the event Watertown Riverfest

(b) Dates of event 08/10/2023 - 08/13/2023

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  March 23, 2023
 (Signature / Date)

Watertown Riverfest, Inc
 (Name of Organization)

Date Filed with Clerk

Date Reported to Council or Board

Date Granted by Council

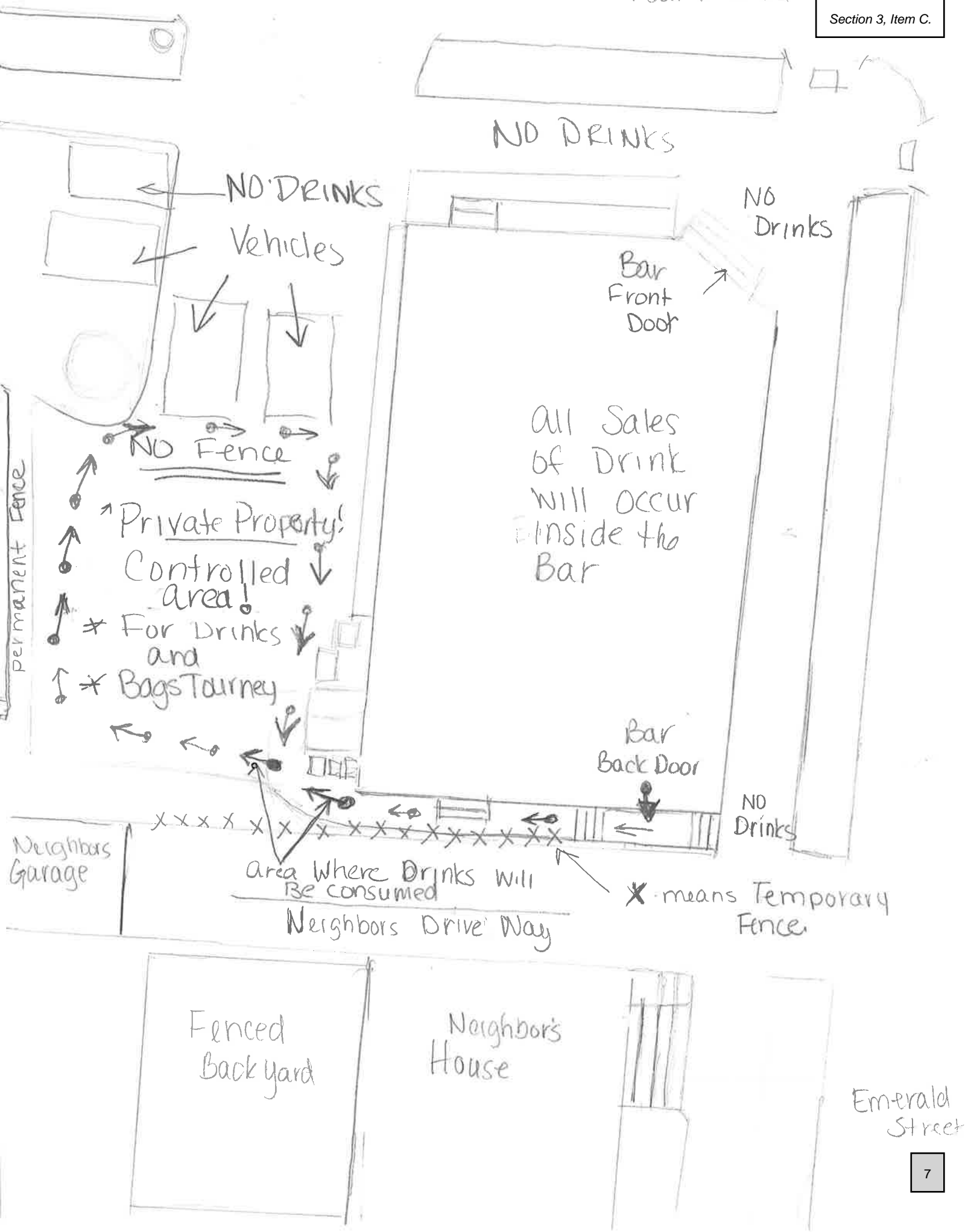
License No.

MAR 28 2023

MAR 28 2023

Request for Beer/Liquor License Premise AmendmentName of Applicant: ERIN SCHROEDERName of Establishment: RUN INN ERIN'SAddress of Premise: 700 N 4TH STDate(s) of Premises Amendment: { 5/8, 15, 22, 29 1/2 6/5, 12, 19, 26
7/10, 17, 24, 31 1/2 8/7, 14, 21Hours requested: 6pm until 10pmDescribe proposed amendment (include dimensions): TO includethe attached parking lot to my ^{liquor} licenses on Monday
nights for Bags League. Same area as previous
bags tournaments.Proposed event (reason for amendment): I would like to haveMonday Night Bags League which previously was played
at Kathy's Buffalo Bar, my business. greatly depends
on this Monday Night business, without I fear I too will
need to be closed on Monday during the summer.**Please attach a map of the proposed area to this form. **map attached

Signature of applicant



Receipt No: 1.218113

Mar 28, 2023

Run Inn Erins

LICENSES

PREMISES AMENDMENT 10.00

Total: 10.00

CASH 10.00

Total Applied: 10.00

Change Tendered: .00

Duplicate Copy
03/28/2023 4:24 PM

City of Watertown
106 Jones Street
Watertown WI 53094

920-262-4000

| CLERK'S OFFICE - Link all applications/licenses/letters (those filled in with green color are complete) 2 | | | | | | | | CITY ATTORNEY | |
|------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------------------------------------------|----------|----------------------|---------------|---------|-------------------------|---------------------------------------------------|---------------------------------------------|
| DATE RECEIVED | DATE OF EVENT | EVENT NAME and ORGANIZATION (Attach Application Here) | Permit # | City Sponsored Event | Year of Event | ALCOHOL | TEMP B LICENSE APPROVED | Approval, Conditional Approval or Denial and Date | Comment |
| 9/16/2022 | 3/18/2023 | Watertown Jig Jog - Educational Foundation of Watertown | 2023-03 | No | 9th | No | N/A | Approved | Phone call confirmation with Clerk 3-9-2023 |
| 1/13/2023 | 7/6/2023 | Lights and Sirens.pdf | 2023-04 | Yes | 23rd | No | N/A | Approved | City Department |
| 1/19/2023 | 3/19/2023 | Main St Morning Mixer.pdf | 2023-05 | No | 3rd | Yes | N/A | Approved | Reviewed 1/10/23 |
| 1/19/2023 | Tues- 5/2-10/31 | Watertown Farmers Market.pdf | 2023-06 | No | 161st | No | N/A | Approved | Reviewed 1/10/23 |
| 2/10/2023 | 6/24/2023 | Watertown Community celebration and Vendor Fair.pdf | 2023-07 | No | 3rd | No | N/A | Approved | Reviewed 3/8/23 |
| 2/10/2023 | 7/29/2023 | 2023-08 Pride in the Park.pdf | 2023-08 | No | 2nd | Yes | N/A | Conditional Approval | Need COI 3/8/23 |
| 2/28/2023 | 4/29/2023 | Whiskey and Wine Walk (Chamber).pdf | 2023-09 | No | 3rd | Yes | Yes | Approved | Reviewed 3/8/23 |
| 3/2/2023 | 6/8/2023 | Moose Lodge Car Show.pdf | 2023-10 | No | 6th | Yes | N/A | Conditional Approval | Need COI 3/8/23 |
| 3/10/2023 | 7/4/2023 | 4th of July Parade.pdf | 2023-11 | Yes | 100+ | No | No | | |
| 3/16/2023 | 5/12/2023 | Community Baby Shower.pdf | 2023-12 | No | 1st | No | No | | |
| 3/23/2023 | 8/13-8/14 | Riverfest.pdf | 2023-13 | No | 1st | Yes | | | |
| 3/28/2023 | 5/20/2023 | Town Square Grand Opening.pdf | 2023-14 | Yes | 1st | Yes | | | |
| 3/29/2023 | 6/3/2023 | Rock River Rescue.pdf | 2023-15 | Yes | 5th | No | N/A | | |
| 3/31/2023 | 5/6/2023 | Mystic Car Club.pdf | 2023-16 | No | 1st | No | N/A | | |
| 3/31/2023 | 5/11/2023 | St Marks Entertainment Night.pdf | 2023-17 | No | 3rd | No | N/A | | |

Report Criteria:

License Type.Description = "Operator's License"

License.License issued date = 03/01/2023-03/31/2023

| Business Name | Works At | Mailing Address 1 | Mailing City | Mailing State | Mailing Zip | Date of Birth | License Issued Date |
|-------------------------|------------------------|---------------------------|---------------|---------------|-------------|---------------|---------------------|
| Amanda J Groves | Run Inn Erins | 203 Riverlawn Ave | Watertown | WI | 53094 | 03/16/1979 | 03/10/2023 |
| Jennie Lynn Fopma | Pick n save | 1495 20th St | Marion | IA | 52302 | 03/11/2003 | 03/01/2023 |
| Kathleen R Jones | Pick n save | W9210 Cty Rd QQ | Watertown | WI | 53098 | 08/25/1962 | 03/24/2023 |
| Kristin Beth Digirolamo | Watertown Country Club | 2700 Baily Rd | Sun Prairie | WI | 53590 | 08/05/1980 | 03/15/2023 |
| Laura Hinkes | BiSMARKS | 210 Riverlawn Ave | Watertown | WI | 53094 | 04/27/1967 | 03/01/2023 |
| Lydia Jean Neubert | Pick n save | 745 West Main St | Watertown | WI | 53094 | 03/04/2002 | 03/01/2023 |
| Puneet | | 508 Sprring St Apt 3 | Watertown | WI | 53094 | 03/08/2001 | 03/24/2023 |
| Rebecca Clifton | Pick n save | 460 Quiet Meadow Ln Apt H | Johnson Creek | WI | 53038 | 06/09/1973 | 03/24/2023 |
| Sage Rose Linder | BP Gas Station | N1343 Elder Dr | Watertown | WI | 53094 | 01/17/2001 | 03/24/2023 |
| Samantha Jean Riitschke | | N8732 Overland Dr | Watertown | WI | 53094 | 05/31/2003 | 03/10/2023 |
| Stephen E Jacques | Pick n save | N8516 Airport Rd | Watertown | WI | 53094 | 06/18/1984 | 03/01/2023 |
| Tanya Marie Marx | WALmart | 1218 Erick St | Fort Atkinson | WI | 53538 | 10/26/1975 | 03/10/2023 |
| Tusharkumar D Patel | 821 N Church St | 436 S Ludington St | Columbus | WI | 53925 | 03/01/1994 | 03/01/2023 |