



**TWO
RIVERS**
WISCONSIN

CITY CLERK

1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087



March 14, 2023

Kathleen Jo Rosenow
1906 Jackson Street
Two Rivers WI 54241

Ms. Rosenow:

Upon receipt of your Operator's License Application, it was forwarded to the Police Department for review and approval. Your application has been reviewed by the Chief of Police and he is recommending it for denial by the City Council at their next regular meeting on March 20, 2023.

The reason for denial is based upon your misinformation on your application and the undisclosed arrests/charge(s) that needed to be noted on the application.

Without this addition(s) to your application, pursuant to guidelines established in City Ord. 6-2-2, your application will be deemed incomplete, and a recommendation will be made to deny the issuance of the license.

At their meeting on March 20, 2023, the City Council will review the recommendation by the Chief of Police and your application will be approved or denied at that time.

Notice of their decision will be provided to you by this office. If the Council denies your application, you have the right to appeal.

If you have any questions, please do not hesitate to contact my office at 920-793-5526 or via email at amabar@two-rivers.org. You may also contact Chief Ben Meinnert at 920-793-1191 or benmei@two-rivers.org

Thank you!

Amanda Baryenbruch
City Clerk/Human Resources Director





Police Department
1717 East Park Street
Post Office Box 87
Two Rivers, WI 54241-0087

EMERGENCY DIAL911
Non-Emergency Police Response.....(920)686-7200

Police Business Office.....(920)793-1191
Mon.-Fri. 7:00 a.m. to 4:30 p.m.

Fax(920) 793-5500
Emailtrpolice@two-rivers.org

TO: City Manager – Greg Buckley
FROM: Chief Ben Meinnert
DATE: February 27, 2023
SUBJECT: Operator’s License Application: Kathleen Jo Rosenow

It is my recommendation to the Two Rivers City Council to deny the application for a regular Operator’s License to serve alcohol to Kathleen Jo Rosenow. This recommendation is based on the fact that Rosenow’s application has undisclosed criminal arrests and/or charges.

While this information was not disclosed on the application dated January 16, 2023, Ms. Rosenow has been given the opportunity to correct the misinformation. Phone messages were left with Kathleen Rosenow at the phone number provided on January 30, 2023, on February 2, 2023, and again on February 10, 2023 while also noting it would be the final call. On each occasion, Ms. Rosenow was requested to contact the police department to make the corrections but failed to do so. On February 13, 2023, a Certified Letter was sent to Kayla Anderson requesting she make the necessary corrections by February 20, 2023. On February 14, 2023, Ms. Rosenow contacted me. Ms. Rosenow initially claimed no knowledge of any undisclosed information, but later confirmed there was missing information. Ms. Rosenow could not come in to complete the application until February 15, 2023, but it was agreed that I would provide the entire week for completion. That week ended February 17, 2023. Ms. Rosenow was advised I would hold the application until that time.

On February 27, 2023, I attempted phone contact again with Ms. Rosenow, and to date, Ms. Rosenow has made no efforts to correct her application.

The applicant’s unwillingness to address the incomplete information on her application indicate that she is not suitable to hold an Operator’s License within the City of Two Rivers at this time.



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February 13, 2023

Kathleen Jo Rosenow
1906 Jackson St.
Two Rivers, WI 54241

Dear Kathleen Jo Rosenow,

We have attempted to contact you in reference to your application with the City of Two Rivers for a Regular Beverage Operator's License. There are correctable matters in which we have communicated. This letter and the three prior phone messages left are to make you aware that your application was not accurate and that there was an undisclosed arrests/charge(s) that need to be noted on the application.

Without this addition(s) to your application, pursuant to guidelines established in City Ord. 6-2-2, your application will be deemed incomplete and a recommendation will be made to deny the issuance of a license. In order to avoid this recommendation, we are requesting that you contact our department and make the corrections to your application by **Monday, February 20, 2023**. If you do not make the necessary corrections by this date, we have no other option but to recommended denial of a license to the Two Rivers City Council.

Please note: Pursuant to Wis. Stat. Sec. 125.12(3). You have an opportunity for a hearing before the City Council at which you may present evidence and argument to show cause that your license should be renewed/approved by the City Council. A separate notice would be sent to you for this purpose.

Sincerely,

Ben Meinnert
Chief of Police, Two Rivers Police Department