



LICENSING BOARD MEETING MINUTES

WEDNESDAY, MAY 10, 2023 AT 4:15 PM

WATERTOWN MUNICIPAL BUILDING - 106 JONES STREET, ROOM 0041

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. Smith (by phone), and Erin Schroeder. Absent was Cheri Martin and Ald. Blanke. Staff present were: Police Chief Robert Kaminski, City Attorney Steven T. Chesebro, and City Clerk Megan Dunneisen

1. CALL TO ORDER Mayor McFarland called the meeting to order at 4:43 p.m.

2. REVIEW AND APPROVE MINUTES

- A. Schroeder moved to approve the Licensing Board minutes from April 12, 2023, second by Mayor McFarland and carried by unanimous voice vote.

3. BUSINESS

- A. Schroeder motion to approve the application for Temporary Class "B" License from Moose Lodge 830 for the Car Show Special Event on June 8, 2023, second by Mayor McFarland. Discussion that the two licensed premises will not cross. Motion carried by unanimous voice vote.
- B. No Action taken on application for Temporary Premises Amendment from Moose Lodge 830 for the Car Show Special Event on June 8, 2023
- C. Schroeder motion to approve the application for Temporary Class "B" License for Tour Da Goose Bike Ride on June 24, 2023, second by Mayor McFarland and carried by unanimous voice vote.
- D. Schroeder motion to approve the application for Temporary Class "B" Licenses for the Downtown Watertown Craft Beer Walk hosted by the Main Street Program on July 13, 2023 from 5pm-8pm for the following locations: 2oh! 2 Salon, Anthony's 511, Blush Hair Beautique, Bradow Jewelers, Brown Shoe Fit Co., Central Block, Literatus & Co., Latte Donatte, and White Oak Builders, second by Mayor McFarland and carried by unanimous voice vote.
- E. Schroeder motion to 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: Amanda Medina, second by Mayor McFarland and carried by roll call vote: Yes-3 (Schroeder, Mayor McFarland, Ald. Smith); No-0.
- F. Schroeder motion to Reconvene to open session, second by Ald. Smith and by roll call vote: Yes-3 (Schroeder, Mayor McFarland, Ald. Smith); No-0.
- G. Schroeder motion to deny the application for an operator's license from Amanda Medina due to omission on operator's license and Cat V of the Watertown Licensing Guidelines, second by Ald. Smith and carried by unanimous voice vote.
- H. Discussion on next meeting date- due to conflicts in scheduling the next Licensing Board meeting will be June 6, 2023, at 6:00 p.m.

- I. Review Special Events from Clerk's Office- report presented
 - J. Review Open Container Applications- report presented
 - K. Review Operator's List from Clerk's Office- report presented
 - L. Review Police Report from Police Department- report presented
- 4.** Ald. Smith motion to adjourn, second by Schroeder at 5:02 p.m. and carried by unanimous voice vote.

Respectfully Submitted,

Megan Dunneisen, City Clerk