



## LICENSING BOARD MEETING MINUTES

WEDNESDAY, SEPTEMBER 11, 2024 AT 4:15 PM

WATERTOWN MUNICIPAL - 106 JONES STREET, WATERTOWN, WI 53094 UPPER LEVEL  
ROOM 2044

---

The Licensing Board met on the above date and time in person at the Municipal Building 106 Jones St. in Room 2044 and via Zoom. The following members were present: Mayor McFarland, Ald. Smith, Blanke, Erin Schroeder, and Cheri Martin. Staff present were: Police Chief David Brower, City Attorney Steven Chesebro (virtual), Deputy Clerk Sheri Rohr, and City Clerk Megan Dunneisen. Other members of the public were also present.

1. **CALL TO ORDER** Mayor McFarland called the meeting to order at 4:19 pm
2. **REVIEW AND APPROVE MINUTES**
  - A. Martin made a motion to approve the Licensing Board minutes from July 31, 2024, seconded by Schroeder and carried by unanimous voice vote.
3. **BUSINESS**
  - A. Schroeder made a motion to approve the application for a "Class B" Malt and Liquor License from Kathy B's LLC DBA The Buffalo Bar (Ashley Berry, Agent) located at 814 N Church St for licensing year July 1 2024 - June 30, 2025 (former Kathy B's LLC DBA Kathy's Buffalo Bar), seconded by Martin and carried by unanimous voice vote.
  - B. Schroeder made a motion to convene into Closed Session pursuant to Wis. Stats. 19.85(1)(b) Considering licensing or discipline of any person licensed by a board or commission or the investigation of charges against such a person, and the taking of formal action on any such matter; provided that the 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 closed session does not apply to any such evidentiary hearing or meeting where the person licensed requests that an open session be held to discuss specific licenses: Application for "Class A" Combo Retail Liquor License: Watertown Liquor Depot (Ashraf R Mustafa), seconded by Ald. Blanke and carried by roll call vote of: Yes; 5 (Blanke, Smith, Schroeder, Martin, McFarland), No;0.
  - C. Schroeder made a motion to reconvene to Open Session, seconded by Ald. Blanke and carried by unanimous voice vote.
  - D. Ald. Blanke made a motion to deny the application for a "Class A" Malt and Liquor License from Watertown Liquor Depot DBA Liquor Depot (Hydn Heisel, Agent) located at 1907 Market Way Ste C, due to Cat V & Cat VI of the City of Watertown Licensing Guidelines, seconded by Schroeder and carried by unanimous voice vote.
  - E. Change to the October 16 meeting date – Cancelled
4. **REPORTS**
  - A. The Special Events List was presented.
  - B. The Monthly Operator's List was presented.
  - C. The Monthly Police Report was presented.
5. **ADJOURNMENT** Martin made a motion to adjourn the meeting at 4:57 pm, seconded by Schroeder and carried by unanimous voice vote.

Respectfully submitted,

Megan Dunneisen, City Clerk