

LICENSING BOARD

Wednesday January 11, 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. Absent 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. Smith moved to approve the minutes of December 14, 2022, and as presented, seconded by Schroeder, and carried by unanimous voice vote.
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. Ald. Smith moved to approve the application, seconded by Ald. Bartz and carried by unanimous voice vote.
 - B. **Review and take action:** agent change for Kwik Trip, 1731 S Church Street, Watertown WI 53098 from Linda Lippens to Edith Uttech. Schroeder moved to approve the application for agent change, seconded by Ald. Bartz and carried by unanimous voice vote.
 - 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: Operator License: Jennifer Davis Motion by Ald. Smith, seconded by Ald. Bartz to proceed into closed session and was carried by roll call vote (all in favor).
 - D. **Reconvene to open session:** Motion by Ald. Smith, seconded by Schroeder to return to open session and was carried by roll call vote (all in favor).

- E. **Review and take action:** application for operator's licenses from Jennifer Davis. Ald. Smith made a motion to deny the operator's license due to misrepresentation on application, seconded by Schroeder and carried by unanimous voice vote.
 - F. **Review:** Special Events report from Clerk's office. A report was provided and there were no questions.
 - G. **Review:** Operator's List from Clerk's office. A report was provided and there were no questions.
 - H. **Review:** Police Report from Police Department. The chief provided a report.
4. **Adjournment:** Schroeder moved to adjourn the meeting, seconded by Ald. Bartz, and carried by unanimous voice vote at 4:25 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.