



LICENSING BOARD MEETING MINUTES

WEDNESDAY, OCTOBER 25, 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. Blanke (virtual), Ald. Smith, Cheri Martin, and Erin Schroeder. Staff present were: Police Chief Robert Kaminski, City Attorney Steven Chesebro, and City Clerk Megan Dunneisen.

1. CALL TO ORDER Mayor McFarland called the meeting to order at 4:21pm

2. REVIEW AND APPROVE MINUTES

- A. Ald. Smith made a motion to approve the Licensing Board minutes from September 13, 2023, and minutes from September 27, 2023, seconded by Martin. Schroeder noted a correction needs to be made to the September 27th minutes to properly reflect the vote count as Schroeder voting no and not Martin. Motion carried by unanimous voice vote.

3. BUSINESS

- A. Schroeder made a motion to approve the agent change for American Legion Pitterle - Beaudoin Post 189 from Robert Hamburger to Stephen Zillmer, seconded by Ald. Smith and carried by unanimous voice vote.
- B. Ald. Smith made a motion to approve the application for a "Class B" Malt and Liquor License from Dani's Pour Decisions LLC DBA Pour Decisions (Danielle Glazar, Agent) located at 715 W. Main Street with conditions of all inspections being passed by required departments, seconded by Schroeder. The applicant is aware of the work to be done and is working in collaboration with the building landlord and the city to get resolved. Motion carried by unanimous voice vote. (applicant was present in person).
- C. Schroeder made a 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: Jessica Raatz(present in person), seconded by Martin and carried by roll call vote of: Yes; 5 (Schroeder, Martin, McFarland, Blanke, Smith), No:0.
- D. Schroeder made a motion to reconvene to open session, seconded by Martin and carried by unanimous voice vote.
- E. Ald. Smith made a motion to deny the application for operator's license from Jessica Raatz based on Cat I. of the City of Watertown's Licensing Guidelines and the restrictions of probation, seconded by Schroeder, and carried by unanimous voice vote.
- F. Special Event list from Clerk's Office was presented.
- G. Operator's List from Clerk's Office was presented.
- H. Police Report from Police Department was presented.

4. **ADJOURNMENT** Martin made a motion to adjourn the meeting, seconded by Schroeder and carried by unanimous voice vote at 4:44pm.

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.