



LICENSING BOARD MEETING MINUTES

WEDNESDAY, JULY 09, 2025 AT 4:15 PM

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

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 Stocks, Ald. Moldenhauer, Ald. Bartz, and Erin Schroeder. Absent was Cheri Martin. Staff present were: City Attorney Steven Chesebro and City Clerk Megan Dunneisen.

- 1. CALL TO ORDER** Mayor Stocks called the meeting to order at 4:15 p.m.
- 2. REVIEW AND APPROVE MINUTES**
 - A. Schroeder made a motion to approve the Licensing Board minutes from June 11, 2025, second by Ald. Moldenhauer and carried by unanimous voice vote.
 - B. Ald. Bartz made a motion to approve the Licensing Board minutes from July 1, 2025, second by Ald. Moldenhauer and carried by unanimous voice vote.
- 3. BUSINESS**
 - A. The new Operator License application (English and Spanish) was presented to the Board. New version will be implemented by the Clerk's Office.
 - B. Ald. Bartz made a motion to approve the application for a "Class B" Malt and Liquor License from The Score Sports Bar LLC dba The Riff Dive Bar (Jaime Ellis, Agent) located at 215 S Third St for licensing year July 1, 2025 – June 30, 2026, second by Schroeder and carried by unanimous voice vote.
 - C. Ald. Moldenhauer made a motion to approve the application for a Temporary "Class B" Beer and Wine License for the Marine Corps League Annual Picnic event on August 23, 2025, sponsored by Bartelme-Schwefel Detachment #349 during the hours of 12 p.m. and 6 p.m. for location 907 Boomer Street, second by Schroeder and carried by unanimous voice vote.
 - D. Ald. Moldenhauer made a motion to approve the application for a Temporary "Class B" Beer and Wine License for the Watertown Catholic Parish Picnic event on August 17, 2025, sponsored by St Henry's Congregation during the hours of 11 a.m. and 5 p.m. for location 412 N Fourth Street, second by Ald. Bartz and carried by unanimous voice vote.
 - E. Schroeder made a motion to approve the applications for Temporary "Class B" Licenses for the 9th Annual Wine Walk event hosted by Watertown Chamber of Commerce on September 25, 2025, during the hours of 4:30 p.m. and 8:00 p.m. Locations include Ava's Posh Boutique, 209 E. Main Street., Bradow Jewelers, 217 E. Main Street., Brown's Shoe Fit Co., 212 E. Main Street., Central Block, 300 E. Main Street., Draeger's Floral, 616 E. Main Street., Oswald-Konz Financial, 118 W. Main Street., Sassy Sweets, 116 W. Main Street., and White Oak Builders, 14 E. Main Street, second by Ald. Moldenhauer and carried by unanimous voice vote.
 - F. Ald. Bartz 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 operator license: Dawn A Patzer,

second by Schroeder and carried by roll call vote: Yes-4(Moldenhauer, Bartz, Shroeder, Stocks); No-0; Abstain-0.

- G. Schroeder made a motion to reconvene to open session, second by Ald. Bartz and carried by roll call vote: Yes-4(Schroeder, Moldenhauer, Bartz, Stocks); No-0; Abstain-0.
- H. Schroeder made a motion to deny the application for an operator's license from Dawn A Patzer due to Category V of the Watertown Licensing guidelines, second by Ald. Bartz and carried by roll call vote: Yes-4 (Schroeder, Moldenhauer, Bartz, Stocks); No-0; Abstain-0.

4. REPORTS

- A. The Special Events List was presented.
- B. The Beverage Operator's List for July 1, 2025, issuance was presented.
- C. Monthly Police Report was reviewed and discussed.

5. ADJOURNMENT Ald. Moldenhauer made a motion to adjourn, second by Schroeder and carried by unanimous voice vote at 4:34 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