



License Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Tuesday, August 4, 2020

7:00 PM

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **License Committee** of the City of De Pere will be held on **August 4, 2020** at **7:00 PM**.

Due to the current public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

THIS MEETING WILL NOT BE HELD IN PERSON.

Call to Order

1. Roll Call
2. Approval of the minutes of the July 21, 2020 License Committee meeting.
3. Operator License applications.*
4. Application for Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor license for Paintin' Pottery II or Bead It, LLC (DBA Paintin' Pottery), 520 George St. Submitted by Paintin' Pottery II or Bead It, LLC, Agent: Carolyn J. Caffrey, De Pere, WI.*
5. Future agenda items.
6. Adjournment.

Respectfully Submitted,

Ann Ledvina Deputy Clerk Treasurer

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

***Items with an asterisk require City Council approval.**

Agenda Sent To:

Alderspersons

City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Carolyn Caffrey
Kimberly Bader
Tony Holman
Alec Kloehn
Emilee Mulhern
Matthew Zeitler
Tamatha Carley
Ross Kane
Brenda Melnarik
Martin Nowak
Dennis Schultz
Katherine Vander Kinter
Steve Vogel
Matthew Wavrunek



City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE: August 4, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Approval of the minutes of the July 21, 2020 License Committee meeting.

ATTACHMENTS:

- License Committee Meeting Minutes_7-21-20 (PDF)



License Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Draft Minutes

Tuesday, July 21, 2020

7:00 PM

1. Call to Order. The meeting was called to order at 7:00 PM by Alderperson Dan Carpenter.

Attendee Name	Title	Status	Arrived
Dan Carpenter	Alderperson	Present	
Mike Eserkaln	Alderperson	Present	
Shana Defnet Ledvina	Alderperson	Present	

Also present: City Attorney Judy Schmidt-Lehman and City Clerk Carey Danen.

2. Approval of the minutes of the July 7, 2020 License Committee meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Mike Eserkaln, Alderperson
AYES:	Dan Carpenter, Mike Eserkaln, Shana Ledvina

3. Operator License applications.*

Alderperson Carpenter moved, seconded by Alderperson Ledvina to approve Renewal applications #1-62. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to deny Renewal application #63 for Hannah LeCloux under Guideline 3d (possessing a controlled substance, controlled substance analog or drug paraphernalia) and 3e (operating a motor vehicle while under the influence of intoxicants or drugs). Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Eserkaln to open the meeting. Upon vote, motion carried unanimously. New Operator applications #15 for Kelly Bloemer and #17 for Kim Hagerstrom were presented. The applicants answered Committee members' questions. Alderperson Carpenter moved, seconded by Alderperson Eserkaln to close the meeting. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Eserkaln to approve New Operator applications #1-13, 16, and 18-20. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to deny New Operator applications #15 for Kelly Bloemer and #17 for Kim Hagerstrom under Guideline 3e (operating a motor vehicle while under the influence of intoxicants or drugs); and New Operator application #14 for Cheyenne Blackowl under Guideline 4 (habitual offender who has committed two or more offenses, each a separate incident, within the immediately preceding five years). Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to approve Previously Tabled applications #1 and 2. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Eserkaln to deny Previously Tabled application #3 for Justin Reince under Guideline 3d (possessing a controlled substance, controlled substance analog or drug paraphernalia) and 3e (operating a motor

vehicle while under the influence of intoxicants or drugs). Upon vote, motion carried unanimously.

4. Class "B" Fermented Malt Beverage/"Class B" Intoxicating Liquor License renewal applications for the licensing period of July 1, 2020 to June 30, 2021.*

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Dan Carpenter, Mike Eserkaln, Shana Ledvina

5. Future agenda items.

None.

6. Adjournment.

Alderperson Carpenter moved, seconded by Alderperson Eserkaln to adjourn the meeting at 7:11 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE: August 4, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Operator License applications.*

ATTACHMENTS:

- 8-4-20 (PDF)

CITY OF DE PERE
License Committee - August 4, 2020

New Operator License Applications	
1	BADER, KIMBERLY A.
2	HOLMAN, TONY J.
3	KLOEHN, ALEC S.
4	MULHERN, EMILEE M.
5	ZEITLER, MATTHEW J.

Temporary Operator License Applications	
1	CARLEY, TAMATHA L.
2	KANE, ROSS J.
3	MELNARIK, BRENDA L.
4	NOWAK, MARTIN J.
5	SCHULTZ, DENNIS J.
6	VANDER KINTER, KATHERINE E.
7	VOGEL, STEVE J.
8	WAVRUNEK, MATTHEW J.

Attachment: 8-4-20 (9848 : Operator License applications.)



City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE: August 4, 2020

DEPARTMENT: City Clerk

FROM: Ann Ledvina

SUBJECT: Application for Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor license for Paintin' Pottery II or Bead It, LLC (DBA Paintin' Pottery), 520 George St. Submitted by Paintin' Pottery II or Bead It, LLC, Agent: Carolyn J. Caffrey, De Pere, WI.*

ATTACHMENTS:

- Paintin' Pottery_8-4-20 (PDF)

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: July 1, 2020 ending: June 30, 2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of De Pere

County of Brown Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number	
FEIN Number <u>75-3022675</u>	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☒ Class B beer	\$
☐ Class C wine	\$
☐ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☒ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ <u>30</u>
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
Caffrey, Carolyn J Paintin' Pottery II or Bead IT, LLC.

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>Caffrey</u>	(First) <u>Carolyn</u>	(Middle Name) <u>J</u>	Home Address (Street, City or Post Office, & Zip Code)
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name <u>Caffrey</u>	(First) <u>Carolyn</u>	(Middle Name) <u>J</u>	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Paintin' Pottery Business Phone Number (920) 338-9970

2. Address of Premises 520 George St. Post Office & Zip Code 54115

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Kitchen Area - designated Refrig.
upstairs & downstairs building areas.

4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? No ☐ Yes ☒ No

(b) If yes, under what name was license issued? _____

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? If yes, explain ☒ Yes ☐ No
I would take a class to make sure I am taking it's properly & compliance issues.
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
 If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain ☐ Yes ☒ No
9. (a) Corporate/limited liability company applicants only: Insert state WI and date 2002 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? If yes, explain ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? If yes, explain. ☐ Yes ☒ No
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>Caffrey, Cardyn</u>	Title/Member <u>Sole Proprietor</u>	Date <u>6/24/20</u>
Signature <u>Caffrey</u>	Phone Number	Email Address

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>6/24/20</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AT-106 (R. 3-19)

Paintin' Pottery
520 George Street
De Pere, WI 544115
920-338-9970

Owner: Carolyn Caffrey
Website: ppottery.com

Dear Carey,

Paintin' Pottery has entered it's 19th year of business. We are a Walk-in hands on Art Studio offering Paint-Your-Own-Pottery, Mosaics, Glass Fusing, Wine Glass Painting and Board Signs. We host scheduled creative events throughout the week, weekends, mornings and evenings. We book parties for our guest that include: birthdays, celebrations, corporate outings, graduations, bachelorette and bridal parties.

Paintin' Pottery grows and changes with trends and proves to be a stable business in De Pere. Popular today are creative studios serving alcoholic beverages. The following business are just a few local creative studios serving alcoholic beverage: Pallet and Pub (Allouez), Board and Brush (Green Bay), Artless Bastard (De Pere). We believe the business growth we could have serving alcoholic beverages by attracting more bachelorette parties, girls-night out events and date nights would be substantial. Past event experiences lets us know when alcohol is severed, attendance numbers go up!

My past experiences of serving food/alcohol and bartending during my college days gives me a substantial amount of knowledge in this industry. I have access to many studios in my industry (local PYOP studios like myself) to assist myself and staff in set up and serving of alcohol. I would have a Licensed trained staff member (or myself) to serve alcoholic beverages at the studio.

What does Serving alcohol beverages look like for Paintin' Pottery: Beer and Wine offered during our business hours, hosting specialty events serving Mimosas, Bloody Marys, Margaritas or Baileys and coffee. Presently we close by 8pm (because of Coronavirus), usually 9pm and events may end by 10:00pm. We are not the late night party place but the casual 1-2 drinks during the evening.

Please consider Paintin' Pottery for a Beer/Liquor combo license. We would take all the necessary steps needed for a successfully run Business.

Best,
Carolyn Caffrey



City of De Pere, Wisconsin

Request For License Committee Action

MEETING DATE: August 4, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Future agenda items.
