



License Committee

Regular Meeting

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

Agenda

Tuesday, August 1, 2017

6:30 PM

De Pere City Hall Riverview Room

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 1, 2017** at **6:30 PM** in the **De Pere City Hall Riverview Room, 335 S. Broadway, De Pere, WI 54115**.

Call to Order

1. Roll Call
2. Approval of the Minutes of the July 18, 2017 License Committee Meeting.
3. Public Comment Period and other Announcements.
4. Operator License Applications.*
5. Request of the Chief of Police to conduct a pre-hearing on the Class B Combination Liquor License issued to Dan Cer Inc. (DBA Bilotti's Pizza Garden), 111-113 N. Broadway.*
6. Request of the Chief of Police to conduct a pre-hearing on the Class B Combination Liquor License issued to Shannons Haystack LLC (DBA Chatterhouse 2016), 614 George St.*
7. Request of the Chief of Police to conduct a pre-hearing on the Class B Combination Liquor License issued to Quincy's Restaurant LLC (DBA Birch Street Pub & Grill), 617 Birch St.*
8. Request of the Chief of Police to conduct a pre-hearing on the Class B Combination Liquor License issued to Proof LLC (DBA Proof), 127 N. Broadway.*
9. Adjournment.

Respectfully Submitted,

Shana Ledvina, Clerk - Treasurer

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

Mayor
Alderspersons
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Michelle A. Smalls
Alec C. Fowler
Amanda L. Boede
Curt R. Caprario

Dusten T. Leach
Morgan R. Martens
Kathy M. McClannahan
Ashley A. Nelson
Kristina M. Seefeldt
Katelyn A. Wagner
Marc N. Bilotti
Kevin Charles
Greg DeCleene
Anthony Oczus

City of De Pere, Wisconsin



Request For License Committee Action

MEETING DATE: August 1, 2017

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: Approval of the Minutes of the July 18, 2017 License Committee Meeting.

ATTACHMENTS:

- 7-18-2017 License Committee Minutes (DOC)



License Committee

Regular Meeting

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

Draft Minutes

Tuesday, July 18, 2017

6:15 PM

De Pere City Hall Riverview Room

1. Call to Order: The meeting was called to order at 6:15 PM by Alderperson Boyd.

Attendee Name	Title	Status
James Boyd	Alderperson	Present
Dan Carpenter	Alderperson	Present
Jonathon Hansen	Alderperson	Present

2. Approval of the Minutes of the July 5, 2017 License Committee Meeting.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Dan Carpenter, Alderperson
SECONDER: Jonathon Hansen, Alderperson
AYES: James Boyd, Dan Carpenter, Jonathon Hansen

3. Public Comment Period and other Announcements. None.
4. Operator License Applications.

CITY OF DE PERE	
License Committee - July 18, 2017	
Temporary Operator License Applications	
1	CALAWAY, JOHN R.
2	KANE, ANDREW W.
3	NELSEN, MARK A.
4	NOVAK, AMY S.
5	PETERS, CHRISTOPHER J.
6	STEINHORST, DANIEL J.
New Operator License Applications	
1	BASS, ASHLEY M.
2	BUSCH, SONIA A.
3	GARCIA, BRENTON D.
4	GEOHEGAN, PAULETTE M.
5	HADLEY, CRYSTAL L.
6	HOULE, JENNIFER L.
7	KORB, JENNIFER L.
8	MARTENS, LAUREN M.
9	NATZKE, BREANNA N.
10	SCHLINK, CHELSEA D.
11	SMALLS, MICHELLE A.
12	VAN GHEEM, CIARA L.

Alderperson Carpenter moved, seconded by Alderperson Hansen to approve Temporary Operator License Applications #1-6. Upon vote, motion carried unanimously.
Alderperson Boyd moved, seconded by Alderperson Carpenter to table Operator License Application #2 for Sonia A. Busch. Upon vote, motion carried unanimously.

Attachment: 7-18-2017 License Committee Minutes (6068 : Approval of the Minutes of the July 18, 2017 License Committee Meeting.)

Operator License Application #6 for Jennifer L. Houle was presented. Alderperson Boyd moved, seconded by Alderperson Carpenter to open the meeting. Upon vote, motion carried unanimously. The applicant answered the Committee's questions. Operator License Application #9 for Breanna N. Natzke was presented. The applicant answered the Committee's questions. Alderperson Boy moved, seconded by Alderperson Carpenter to close the meeting. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Carpenter to table Operator License Applications #8 and 11. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Hansen to approve Operator License Application #6. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Carpenter to approve Operator License Application #9 contingent upon a review of the applicant in 6 months. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Carpenter to approve Operator License Applications #1, 3-5, 7, 10 and 12. Upon vote, motion carried unanimously.

5. Police Report on Alcohol Compliance at Licensed Establishments

Police Chief Derek Beiderwieden explained the alcohol compliance checks to the License Committee. His officers had 19 establishments fail the first round of checks, which resulted in his department sending out warning letters and issuing citations to the operator on premises. The second round of compliance checks had 4 more that violated a second time: Bilotti's, Proof, Chatterhouse, and Birch Street Pub. Discussion followed. Police Chief Derek Beiderwieden will request a pre-hearing for the 4 establishments at the first meeting in August. Alderperson Boyd moved, seconded by Alderperson Carpenter to have the clerk's office mail out letters of concern on behalf of the License Committee to the 15 establishments that failed the first compliance check. Upon vote, motion carried unanimously.

6. Consideration of Ordinance to Require Licensed Establishments to Perform Exterior Cleanup After Closing (Ald. Jennings)

Alderperson Boyd moved, seconded by Alderperson Hansen to table agenda items #6 and 7. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Carpenter to reconsider the motion. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Carpenter to table agenda items #6 and 7 until the August 15 meeting. Upon vote, motion carried unanimously.

7. Consideration of Regulations for Managing numbers of Alcohol Beverage Licenses Issued in Certain Geographic Areas (Ald. Jennings)

8. Adjournment.

Alderperson Carpenter moved, seconded by Alderperson Hansen to adjourn the meeting at 6:45 p.m. Upon vote, motion carried unanimously.

Respectfully submitted,

Shana Ledvina, Clerk-Treasurer

City of De Pere, Wisconsin



Request For License Committee Action

MEETING DATE: August 1, 2017
DEPARTMENT: City Clerk-Treasurer
FROM: Shana Ledvina
SUBJECT: Operator License Applications.*

ATTACHMENTS:

- 08-01-17 (PDF)

CITY OF DE PERE
License Committee - August 1, 2017

Previously Tabled Operator License Applications	
1	SMALLS, MICHELLE A.

Temporary Operator License Applications	
1	FOWLER, ALEC C.

New Operator License Applications	
1	BOEDE, AMANDA L.
2	CAPRARIO, CURT R.
3	LEACH, DUSTEN T.
4	MARTENS, MORGAN R.
5	MC CLANNAHAN, KATHY M.
6	NELSON, ASHLEY A.
7	SEEFELDT, KRISTINA M.
8	WAGNER, KATELYN A.

City of De Pere, Wisconsin

**Request For License Committee Action**

MEETING DATE: August 1, 2017

DEPARTMENT: Police

FROM: Derek Beiderwieden

SUBJECT: Request of the Chief of Police to conduct a pre-hearing on the Class B Combination Liquor License issued to Dan Cer Inc. (DBA Bilotti's Pizza Garden), 111-113 N. Broadway.*

Based on repeated violations of city ordinance and state law relating to alcohol sales, I am requesting a pre-hearing in front of the License Committee for Bilotti's Pizza, 111-113 N. Broadway.

The first violation occurred on March 15, 2017, when undercover underage persons bought alcohol. A citation was written to the seller. The second violation occurred on May 11, 2017, again when undercover underage persons bought alcohol. A citation was written to the seller. A third violation occurred on June 25, 2017, when patrol officers conducted a bar check and found no licensed person able to sell alcohol on the premises. A citation was written to the person in charge.

Compliance with city ordinance and state law is required to ensure safe and responsible alcohol sales. A lack of oversight, internal or external training or other reasons has caused this business to fail three separate checks in a short amount of time. I am asking for the License Committee's assistance in ensuring compliance.

Thank you for your time. Please contact me if you have any questions or comments on this request.

City of De Pere, Wisconsin

**Request For License Committee Action**

MEETING DATE: August 1, 2017

DEPARTMENT: Police

FROM: Derek Beiderwieden

SUBJECT: Request of the Chief of Police to conduct a pre-hearing on the Class B Combination Liquor License issued to Shannons Haystack LLC (DBA Chatterhouse 2016), 614 George St.*

Based on repeated violations of city ordinance and state law relating to alcohol sales, I am requesting a pre-hearing in front of the License Committee for Chatterhouse, 614 George St..

The first violation occurred on March 15, 2017, when undercover underage persons bought alcohol. A citation was written to the seller. The second violation occurred on May 11, 2017, again when undercover underage persons bought alcohol. A citation was written to the seller. A third violation occurred on June 25, 2017, when patrol officers conducted a bar check and found no licensed person able to sell alcohol on the premises. A citation was written to the person in charge.

Compliance with city ordinance and state law is required to ensure safe and responsible alcohol sales. A lack of oversight, internal or external training or other reasons has caused this business to fail three separate checks in a short amount of time. I am asking for the License Committee's assistance in ensuring compliance.

Thank you for your time. Please contact me if you have any questions or comments on this request.

City of De Pere, Wisconsin

**Request For License Committee Action**

MEETING DATE: August 1, 2017

DEPARTMENT: Police

FROM: Derek Beiderwieden

SUBJECT: Request of the Chief of Police to conduct a pre-hearing on the Class B Combination Liquor License issued to Quincy's Restaurant LLC (DBA Birch Street Pub & Grill), 617 Birch St.*

Based on two violations of city ordinance and state law relating to alcohol sales, I am requesting a pre-hearing in front of the License Committee for Birch Street Pub 617 Birch St.

The first violation occurred on March 14, 2017, when undercover underage persons bought alcohol. A citation was written to the seller. The second violation occurred on June 1, 2017, again when undercover underage persons bought alcohol. A citation was written to the seller.

Compliance with city ordinance and state law is required to ensure safe and responsible alcohol sales. A lack of oversight, internal or external training or other reasons has caused this business to fail two separate checks in a short amount of time. I am asking for the License Committee's assistance in ensuring compliance.

Thank you for your time. Please contact me if you have any questions or comments on this request.

City of De Pere, Wisconsin

**Request For License Committee Action**

MEETING DATE: August 1, 2017

DEPARTMENT: Police

FROM: Derek Beiderwieden

SUBJECT: Request of the Chief of Police to conduct a pre-hearing on the Class B Combination Liquor License issued to Proof LLC (DBA Proof), 127 N. Broadway.*

Based on two violations of city ordinance and state law relating to alcohol sales, I am requesting a pre-hearing in front of the License Committee for Proof 127 N Broadway St.

The first violation occurred on April 8, 2017, when undercover underage persons bought alcohol. A citation was written to the seller. The second violation occurred on May 11, 2017, again when undercover underage persons bought alcohol. A citation was written to the seller.

Compliance with city ordinance and state law is required to ensure safe and responsible alcohol sales. A lack of oversight, internal or external training or other reasons has caused this business to fail two separate checks in a short amount of time. I am asking for the License Committee's assistance in ensuring compliance.

Thank you for your time. Please contact me if you have any questions or comments on this request.